

Attachment D: Card Sorting Information Collection Instrument (Word Version)

Welcome

Form Approved
OMB No. 0920-0879
Expiration Date 03/31/2018

Welcome to the Card Sorting Assessment for CDC’s State, Tribal, Local & Territorial Health Professionals Gateway website, also known as the “STLT Gateway.”

CDC’s Office for State, Tribal, Local and Territorial Support is redesigning the STLT Gateway and seeking critical input from health department staff across the country. Your participation in this exercise will be invaluable in helping CDC enhance the site’s navigation to ensure it is useful to its primary audience—public health professionals like you!

This exercise should take approximately 45 minutes and should be completed in one sitting. Please know that you do not need to be familiar with the STLT Gateway website to participate. Participation in this assessment is voluntary. Your responses to all questions will be kept secure; CDC will share only aggregated data.

The deadline for completing this exercise is [Month] XX, 2017. If you have any questions or difficulties, please contact Pamela Johnson, DRT Strategies, Contractor for CDC’s Office for State, Tribal, Local and Territorial Support, at pjohnson7@dcdc.gov.

CDC estimates the average public reporting burden for this collection of information as 45 minutes per response, including the time for reviewing instructions, searching existing data/information sources, gathering and maintaining the data/information needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing burden to CDC/ATSDR Information Collection Review Office, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-0879).

Continue

Instructions

Step 1

Take a quick look at the list of topics to the left. These topics or "cards" represent information on the website, and your job is to organize the cards into categories. Please sort the cards into groups that make sense to you. Keep the following questions in mind:

- If you were looking for some of this information, what content would you like to see grouped together on a website?
- What cards just seem to belong together?
- As you group similar cards/topics together, what label or title would you give each group?

There is no right or wrong way to group the cards or name the groupings. Just organize and label them in a way that makes sense to you.

Step 2

Let's start—drag an item from the left navigation to the clear space on the right to create your first group. You can place your cursor over each card heading to see additional descriptive text that might help you with the groupings.

Step 3

Repeat until all cards have been grouped into categories. You can name the categories while you group the cards or at the very end after you've created all your groups.

Step 4

When you are ready to name your categories, select "Click to rename" to give each category a label that resonates with you. Feel free to move cards around after you've labeled the groups. When you've finished, make sure that all groups have a label on top.

Step 5

When you're done, click "Finished" at the top right.

Thank you for your participation!

Cards/Topics <i>In the card sorting exercise, participants will be able to drag and drop the following 52 “cards” - which represent topics or titles of web content that appears on the STLT Gateway website, into groups of their own choosing, then give each group a label or title they think describes the group.</i>	Descriptions <i>The descriptions in this column give additional details about the cards to the left. In the card sorting exercise, users will be able to click the icon next to each card to see its corresponding description. The descriptions provide additional information and context to help users decide how to group the cards and label the groups they create.</i>
Contact CDC's Office for State, Tribal, Local and Territorial Support	Get contact information for CDC's office supporting nonfederal public health agencies
CDC's Office for State, Tribal, Local and Territorial Support	Information about CDC's office supporting nonfederal public health agencies
CDC's Public Health Law Program	Research, training, and technical assistance on using law to improve public health
CDC's Public Health Associate Program	About the Public Health Associate Program—a training program for entry-level public health professionals
CDC Tribal Support	Overview of American Indian/Alaska Native health issues and CDC collaborations with Native American tribes to address them
Preventive Health and Health Services Block Grant	Overview of CDC's Preventive Health and Health Services Block Grant—flexible funds for states, territories, DC, and 2 tribes to address health issues
Health Policies and Practices Status Reports	Index of CDC reports that show the status of state-level public health policies and practices, by state and by issue
National Public Health Performance Standards	Overview of National Public Health Performance Standards—a framework to assess capacity and performance of public health systems
Tools and Tips for Building Public Health Communities of Practice	Resource kit providing a collaborative framework for public health professionals to work together to identify and leverage best practices and standards
10 Essential Public Health Services	Overview of the 10 public health activities that all communities should undertake
Searchable Database of CDC Funding to States, Territories, and DC	Interactive data and summaries of CDC cooperative agreement and grant funding to recipients in US states and territories, and the District of Columbia
CDC Resources and Assistance Available to STLT Agencies	Resources (other than funding) offered to state, tribal, local, or territorial public health organizations
Data Collection Guidance for Public Health Professionals	Organized, easy access to guidance developed by CDC and its partners for improving the collection, analysis, and use of data to target public health prevention
Quality Improvement Success Stories	Success stories and lessons learned from public health agencies with performance management and quality improvement experience
Profiles of State and Territorial Public Health Agencies	Report of state and territorial health departments' structure, priorities, workforce, activities, and services
Profiles of Local Public Health Agencies	Report of local health departments' funding, workforce, programs, and partnerships
Report About the Changing Public Health Landscape	Assessment of the impact of a variety of trends effecting change in local health departments, including economic factors and health reform
National Leadership Academy for the Public's Health	About the National Leadership Academy for the Public's

	Health—a training program for teams of public health leaders on tackling local health problems
Fellowships, Externships, and Internships	About fellowship, internship, training, and volunteer opportunities for students and professionals
Training, Learning, and Continuing Education Opportunities	Information about training opportunities, continuing education offerings, and educational tools developed by CDC and its partners
National Public Health Partnership Success Stories	Outcomes and accomplishments of CDC's funding to national public health partners
Subscribe to Email Updates from CDC's Office for State, Tribal, Local and Territorial Support	Get the latest updates from OSTLTS about your areas of interest
Social Media Channels of CDC's Office for State, Tribal, Local and Territorial Support	Engage on social media with CDC's office supporting nonfederal public health agencies
STLT Resource Library and Collaboration Space	Interactive, SharePoint-based community that gives contact information for CDC subject matter experts and offers adaptable communication materials
Individual Profiles of Current STLT Health Officials	Learn more about individual health officials working in state, tribal, local, or territorial agencies and the challenges they face
Customizable Communication Products and Templates for STLTs	Free, CDC-produced communication materials that public health professionals can download, customize, and distribute, including fact sheet templates, matte articles, videos, and rights-free photography
CDC's Structure, Programs, and Leaders	Learn more about CDC's organizational structure and access fact sheets and leaders' bios
Federal Government Appropriations Process	Learn about how the federal budget is created, approved, and executed
Direct Assistance: Assigning CDC Staff to STLT Health Agencies	Information about Direct Assistance—a mechanism to support payroll and travel expenses of CDC employees assigned to state, tribal, local, or territorial public health agencies
Alerts About Current and Projected Funding Opportunities	Information about subscribing to email alerts about federal funding opportunities, search for forecasted opportunities, and receive email updates about a specific forecasted opportunity
Grant Writing Guidance and Tips	Information about how to apply for grants and how to increase your competitiveness in the award process
State and Local Health Departments—Structure and Governance	Learn how states and localities organize and structure their health departments (Centralized, Decentralized, or Mixed), and how they work together
National Health Initiatives, Strategies, and Action Plans	Information about national health initiatives, strategies, and action plans that can guide public health planning and activities
Federal Government Integrity and Accountability Offices	Learn about federal government offices working to meet constitutional responsibilities and improve the performance and accountability of the federal government
Federal Legislation, Regulations, and Policies	Learn about and access the laws, rules, and regulations that govern how federal agencies operate
Public Health Guidelines and Recommendations	One-stop shop for guidelines or recommendations developed by CDC, CDC working in collaboration with other organizations or agencies, or by CDC federal advisory committees
CDC Data and Statistics	Access data and statistics about many of the most pressing public health problems
Health Data for States, Territories, and US-Affiliated Pacific	Data about the distribution of select health problems

Islands	across states and other jurisdictions
Public Health Economics and Tools	Learn about health economics and how economics can identify, measure, value, and compare the costs and consequences of alternative prevention strategies
Community Health Assessment Resources	Tools and strategies to help health agencies develop community health assessments and health improvement plans
Performance Management and Quality Improvement Resources	Concepts, resources, and links to support health departments as they head down the path of improving their performance
Benefits and Impacts of Public Health Accreditation	Learn how public health accreditation can help health departments better fulfill their missions and serve their communities
"Did You Know?" Newsletter	Weekly feature with new CDC data and resources for state, tribal, local, and territorial agencies
"Have You Heard?" Newsletter	News bulletin featuring state, tribal, local, and territorial health agency accomplishments
Health Alerts & Emergencies Subscriptions and Resources	CDC resources to stay informed about current and emerging public health issues
Resources Related to Changes in Public Health Financing and Service Delivery	Information, resources, and training opportunities related to changes to the US health system (often called Health Systems Transformation)
Success Stories from the Public Health Field	Stories about innovation, achievement, and advancement across the public health system
Community Health Worker Resources	Resources for frontline public health workers serving as liaisons between health and social services and the community
Resources for New Health Officials	Tools and resources to help new health officials work with CDC and achieve their priorities
Vital Signs Town Hall Teleconference with CDC Experts	Information and presentation materials for OSTLTS's monthly Vital Signs teleconference featuring experts from CDC and the field
What's New RSS feed	RSS feed featuring select, new CDC resources summarized in one place
Overview of OSTLTS Partnership Program with National Public Health Organizations	Overview of OSTLTS partnership program—connecting CDC programs with public health partners to address emerging epidemics, develop the public health workforce, evaluate public health services, and more

Thanks!

You're done! Thank you for your participation. Your feedback will be incredibly useful in helping us organize our website.

You may close this window or navigate to another web page.