

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB#: 0925-0648 Exp. Date: 03/31/2018)

TITLE OF INFORMATION COLLECTION: NLM NCBI Health Resources Survey

PURPOSE:

To gain knowledge that can be used to improve the web experience of National Center for Biotechnology Information (NCBI) users of NLM health resource pages.

DESCRIPTION OF RESPONDENTS:

Respondents will be individuals who go to the NCBI ClinVar, GTR, or MedGen web pages, presumably to view or download NCBI clinical data. We wish to solicit customer feedback regarding features that would facilitate and improve the design and operation of these web resources.

TYPE OF COLLECTION: (Check one)

<input type="checkbox"/> Customer Comment Card/Complaint Form <input type="checkbox"/> Usability Testing (e.g., Website or Software <input type="checkbox"/> Focus Group	<input checked="" type="checkbox"/> Customer Satisfaction Survey <input type="checkbox"/> Small Discussion Group <input type="checkbox"/> Other: _____
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CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Benjamin R. Busby

To assist review, please provide answers to the following question:

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? Yes No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? Yes No
3. If Applicable, has a System or Records Notice been published? Yes No N/A

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? Yes No

ESTIMATED BURDEN HOURS and COSTS

Category of Respondent	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
Individuals or households	500	1	4/60	33 hrs.
Totals	500	500		33 hrs.

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Individuals or households	33.3	\$22.71	\$757.00
Totals			

*Cite source per bls.gov if applicable

BLS National Occupational Employment and Wage Estimates
http://www.bls.gov/oes/current/oes_nat.htm#00-0000

FEDERAL COST: The estimated annual cost to the Federal government is: \$103.50

Staff	Grade/Step	Salary	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Staff Scientist (Genomics Outreach Coordinator)	T42	\$96,000	.05%		\$48.00
IRTA Postbaccalaureate	Postbac	\$27,750	.20%		\$55.50
Contractor Cost					N/A
Travel					
Other Cost					
Total					\$103.50

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?

Yes No

If the answer is yes, please provide a description of both below (or attach the sampling plan)? If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

Administration of the Instrument

1. How will you collect the information? (Check all that apply)

Web-based or other forms of Social Media
 Telephone
 In-person
 Mail
 Other, Explain

2. Will interviewers or facilitators be used? Yes No

Please make sure that all instruments, instructions, and scripts are submitted with the request.

Attachment 1: NLM NCBI Health Resource Survey Instrument (screenshots)