

**DOCUMENTATION FOR THE GENERIC CLEARANCE
FOR THE COLLECTION OF QUALITATIVE RESEARCH & ASSESSMENT**

TITLE OF INFORMATION COLLECTION: HPP BP2 Data Display Survey

- INTERVIEWS**
 SMALL DISCUSSION GROUPS
 FOCUS GROUPS
 QUESTIONNAIRES
 OTHER (EXPLAIN:)

DESCRIPTION OF THIS SPECIFIC COLLECTION

1. Intended purpose

The Hospital Preparedness Program (HPP) enables health care systems to save lives during emergencies that exceed day-to-day capacity of the health and emergency response systems. This is accomplished through the development of regional health care coalitions (HCCs) that incentivize diverse and often competitive health care organizations with differing priorities and objectives to work together. HCCs collaborate to ensure that each member has the necessary medical equipment and supplies, real-time information, communication systems, and trained health care personnel to respond to an emergency.

As the only source of federal funding that supports regional health care system preparedness, HPP promotes a sustained national focus to improve patient outcomes, minimize the need for supplemental state and federal resources during emergencies, and enable rapid recovery. In an effort to support HPP Awardees and their healthcare coalitions, HPP designs the data display to inform awardees of their annual and incremental progress related to HPP measures and capabilities. The BP2 Data Display Survey will gather feedback on awardee thoughts around the BP2 Data Display Report. We are collecting this data to design future HPP Data Display Reports. This survey will address the report's overall utility, visual aspects, and data related content.

2. Need for the collection

The data collected through this query will help HPP review and improve the current data display report. The survey will inform the overall utility, visual aspects, and data related content. Information obtained through this timely data collection process will help inform:

- Future data displays
- Methods for analyzing and presenting data

3. Planned use of the data

Results from this data collection will help Program design future HPP Data Display Reports. It will also influence the development of future data displays.

4. Date(s) and location(s)

Data will be collected online and through interviews throughout the current and upcoming budget periods to inform the applicable budget period's data display reports. All data will be collected through an online survey and interview questions as needed.

5. Collection procedures

The data collection will be conducted through an online survey and interviews. Respondents will be informed about the data collection through email and teleconference correspondence. The survey will remain open for at least one week. Interviews with identified respondents will be conducted, where applicable for additional clarity. All communication will be voluntary. When the online survey is closed to respondents, the HPP, Science Healthcare Preparedness and Research (SHARPER) Branch and Contractor staff will analyze the data by compiling descriptive statistics and looking for overarching themes in the responses.

6. Number of collections (e.g., focus groups, surveys, sessions)

The collection will consist of an online questionnaire and interviews.

7. Description of respondents/participants

The population will be comprised of the 62 HPP Awardees.

The anticipated response rate is 50 percent.

8. Description of how results will be used

The information gathered from the responses will be summarized by HPP/SHARPER and the Contractor for this project. Contractor staff will pull out the main themes from the responses and provide a summary to HPP leadership and respondents/awardees. HPP/SHARPER will then decide the implications these themes have for future data displays and communications.

9. Description of how results will or will not be disseminated and why or why not

The data from the completed surveys and interviews will be directed to appropriate audiences to allow for situational knowledge and ability to tailor data communication on current stakeholder needs.

AMOUNT OF ANY PROPOSED STIPEND OR INCENTIVE – None

BURDEN HOUR COMPUTATION (*Number of responses (X) estimated response or participation time in minutes (/60) = annual burden hours*):

| Category of Respondent | No. of Respondents | Participation Time | Total Burden Hour |
|------------------------|--------------------|--------------------|-------------------|
| HPP Awardees | 62 | 15/60 | 15.5 hours |

BURDEN COST COMPUTATION

| Category of Respondent | Total Burden Hour | Wage Rate | Total |
|------------------------|-------------------|-----------|----------|
| HPP Awardees | 15.5 | 36.54 | \$566.37 |

OTHER SUPPORTING INFORMATION

REQUESTED APPROVAL DATE: January 29, 2016

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DEPARTMENT/OFFICE/BUREAU: HHS/ASPR/HPP