

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0920-0953)

TITLE OF INFORMATION COLLECTION: Total Worker Health Capacity Building Letter

PURPOSE:

The Centers for Disease Control and Prevention (CDC), National Institute for Occupational Safety and Health (NIOSH) seeks approval from the Office of Management and Budget (OMB) to collect feedback from a customer assessment of academic Centers of Excellence and Affiliates to determine existing training approaches and programs in Total Worker Health that will help to identify training needs, required competencies, and future training materials. The attached questions will also be presented to participants of a 2017 training workshop and 2018 symposium on Total Worker Health.

A Total Worker Health approach is defined as policies, programs, and practices that integrate protection from work-related safety and health hazards with promotion of injury and illness prevention efforts to advance worker well-being, <http://www.cdc.gov/niosh/TWH/totalhealth.html>. A Total Worker Health (TWH) approach prioritizes a hazard-free work environment for all workers. It also comprehensively brings together all workplace systems relevant to worker safety, health and well-being. Examples include: control of physical, biological, and psychosocial hazards and exposures; organization of work; compensation and benefits; built environment supports, and work-life integration. The Total Worker Health (TWH) approach advocates for a holistic understanding of the factors that contribute to worker well-being. Scientific evidence now supports what many safety and health professionals, as well as workers themselves, have long suspected—that risk factors in the workplace can contribute to health problems previously considered unrelated to work.

Overcoming these workplace challenges using a Total Worker Health approach will require not only more occupational safety and health professionals but also highly trained professionals with the knowledge, skills and abilities to identify complex issues and to develop and implement multidisciplinary approaches. A strategic goal of the NIOSH Total Worker Health® Program is to build capacity and equip occupational safety and health professionals with the skills and training to prevent worker injury and illness and to advance health and well-being.

To ensure that current and future NIOSH training products will satisfy our customers’ needs, NIOSH proposes to collect information on the number and types of TWH training programs currently being offered in an academic setting. The proposed questions to our academic partners will help to identify educational and training institutions who are currently integrating or planning on integrating TWH concepts into existing training and professional development programs and to facilitate a discussion to identify the knowledge, skills and abilities required to prevent work-related safety and health hazards, promote injury and illness prevention efforts and to advance worker well-being through training materials, workshops, and symposia.

DESCRIPTION OF RESPONDENTS:

Respondents will be academic Centers of Excellence, Educational Research Centers, Training Programs, and Affiliates who are planning and/or developing TWH course(s), certificate program, academic degree program, continuing education program, or incorporating TWH topics in existing courses or seminars. Responses to the training questions will facilitate future

workforce development discussions and planning subsequent educational workshops and symposia.

TYPE OF COLLECTION: (Check one)

- Customer Comment Card/Complaint Form Customer Satisfaction Survey
 Usability Testing (e.g., Website or Software) Small Discussion Group
 Focus Group Other: Customer Training Survey

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.

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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

Gifts or Payments:

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

BURDEN HOURS

Type of Respondents	No. of Respondents	No. of Responses per Respondent	Avg. Burden per Response (in hours)	Total Burden Hours
Professors/Teachers	55	1	5/60	5
TWH Workshop	60	1	5/60	5
TWH Symposium	100	1	5/60	8
Professional affiliates	20	1	5/60	2
Total				20

FEDERAL COST: The estimated annual cost to the Federal government is \$200.00 (personnel time)

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?
[X] 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?

Participation will be completely voluntary and respondents will receive no monetary incentive for participation.

The respondents will be selected from academic Centers of Excellence, Educational Research Centers, Training Programs, and Affiliates who currently partner with NIOSH. Workshop participants will be selected from that list as well. Symposium respondents will be offered the questionnaire and selected from participants of a workshop, colloquium or breakout session devoted to TWH training and professional development.

Specifically,

1. An introductory letter and the questionnaire will be sent to each participant from an email list available at NIOSH or paper copies will be distributed to workshop and symposium participants
2. The questionnaire will take up to 5 minutes to complete
3. Respondents will email the results to the address provided or provide to the chairperson at the end of the training workshop or symposium.

Administration of the Instrument

1. How will you collect the information? (Check all that apply)
[] Web-based or other forms of Social Media
[] Telephone
[X] In-person
[X] Mail E-mail
[] Other, Explain
2. Will interviewers or facilitators be used? [] Yes [X] No