

Non-substantial Change Request to OMB Control # 0920-1011
Emergency Epidemic Investigation Data Collections
Year 1, Quarter 2 (Date Submitted: September 30, 2014)

This is a non-substantive change request for the Emergency Epidemic Investigations (EEI) Generic ICR, (OMB Control No. 0920-1011, Expiration 3/31/17). This allows the Centers for Disease Control and Prevention (CDC) to continue to conduct EEIs in response to acute public health emergencies resulting from outbreaks or events with undetermined agents, undetermined sources, undetermined modes of transmission or undetermined risk factors. CDC frequently is called upon to conduct EEIs at the request of one or more external partners (e.g., local, state, tribal, military, port, other federal agency, or international health authorities or other partner organizations) seeking support to respond to urgent public health problems. In response to external partner requests, CDC readily provides necessary epidemiologic support to facilitate appropriate engagement in epidemiological investigations. Such investigations often are dependent on rapid and flexible data collection that evolves during the investigation period.

This non-substantive change request is submitted to comply with the stated procedures in the approved EEI Generic ICR package (as specified in point 5 under Special Circumstances Relating to the Guidelines of 5 CFR 1320.5), “CDC maintains a library of data collection instruments that includes all final data collection instruments conducted under this generic ICR. This library and the updated burden numbers based on data collected via the “Burden Memo” (Attachment E) are submitted to OMB quarterly as a non-substantive change to the generic ICR.” This non-substantive change request includes the following: revised EEI Generic ICR attachments, final data collection instruments, and Burden Memos for approved GenICs for which data collection is complete.

Three of the attachments to the EEI Generic ICR have been revised and are included with this change request. The attachments and an explanation of the changes made are detailed in Table 1.

Table 1. Revised Attachments and Explanation of Change

Attachment	Explanation of Change
Attachment C. Step-by-Step How to Use the Generic Clearance for Emergency Epidemic Investigation (EEI) Data Collections (0920-1011)	The internal agency procedures for developing and submitting a GenIC request have been refined. Attachment C is revised to reflect these internal procedures.
Attachment D. Request for Approval under Generic Clearance for Emergency Epidemic Investigation Data Collections	The formatting of Attachment D has been improved to enhance readability and ease of use. In addition, personal contact information for the Primary Contact Person has been removed since the GenIC becomes a public document once submitted to OMB.
Attachment E. Burden Memo	The formatting of Attachment E has been improved to enhance readability and ease of use.

The estimated annualized burden hours is provided in Table 2.

Table 2. Estimated Annualized Burden Hours

Type of Respondents	Form Name	No. of Respondents	Avg. Burden per Response (in hrs.)	Total Burden (in hrs.)
Emergency Epidemic Investigation Participants	Emergency Epidemic Investigation Data Collection Instruments	12,000	0.5	6,000
Total				6,000

This non-substantive change request also includes the data collection forms and burden memos for GenICs approved under OMB Control No. 0920-1011 for which data collection is completed. A new EEI Generic ICR Appendix is created for these data collection instruments (Appendix 7: Final GenIC Data Collection Forms), and the forms are numbered sequentially within the Appendix. This Appendix will serve as the data collection form library. Table 3 below summarizes the data collection form name, Appendix number, and projected and actual burden for each GenIC. In Table 3, a projected burden of 0 indicates the data collection form was developed in the field. The Burden Memo for each GenIC also is attached to this non-substantive Change Request.

Table 3. Data Collection Forms and Projected and Actual Burden, By GenIC

GenIC No. (OMB)	Date Approved	Form Name	Appendix No.	Projected Burden		Actual Burden	
				No. Respondents	Hours	No. Respondents	Hours
2014003-XXX	5/23/2014	MERS-CoV Questionnaire for Passengers and Crew	7.1	93	16	101	34
		MERS-CoV_Serology Assent Form	7.2	0	0	33	3
2014004-XXX	5/23/2014	Legionnaires Disease_Chart Abstraction Form	7.3	15	4	9	14
2014005-XXX	5/26/2014	Gastroenteritis_Hypothesis Generating Questionnaire	7.4	200	67	11	8
2014006-XXX	6/2/2014	Measles_ Case Control Study Questionnaire	NA	450	150	0	0
		Measles_Household Line Listing	7.5	0	0	93	140
2014007-XXX	6/13/2014	Dengue and Chikungunya_Case Report Form	7.6	20	5	100	9
		Chikungunya_Suspect Case Interview Form	7.7	0	0	62	11
2014008-XXX	6/18/2014	Chikungunya_Household Interview Form	7.8	256	64	137	35
		Chikungunya_Individual Interview Form	7.9	1000	250	251	63
		Chikunguna_Case Report Form (Spanish)	7.10	5000	1250	531	133
2014010-XXX	6/27/2014	Ebola_Case Investigation Form	7.11	600	250	1200	500
		Ebola_Contract Tracing Form	7.12	2000	100	406	21
2014012-XXX	7/13/2014	Respiratory Illness_Case Investigation Form	7.13	250	83	32	16

		Respiratory Illness_Hospitalized Case Investigation Form	7.14	0	0	8	4
		Respiratory Illness_Interview Assent Form	7.15	0	0	384	64