

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0923-0047)

TITLE OF INFORMATION COLLECTION: CDC/ATSDR Needs Assessment of GIS use in Public Health Emergencies

PURPOSE: The increasing availability of geospatial data and technology presents great opportunity for innovation in public health emergency preparedness and response activities. As spatial data and analysis can provide valuable information for efficient and informed decision making during public health emergencies, it is imperative that the CDC/ATSDR expand current capabilities by instituting a working group focused on the application of geospatial resources. The GIS in Public Health Emergencies Working Group (GPHEW) presents a platform to facilitate maximized geospatial innovation, collaboration, and information sharing in preparedness and response activities across the agency. GPHEW seeks to improve the quality and efficiency of response to public health emergencies at CDC/ATSDR, through the increased and improved utilization of geospatial data and applications.

The purpose of this information collection is to identify and understand gaps and successes associated with current geospatial use in emergency response. Similar to a strengths, weaknesses, opportunities, and threats (SWOT) analysis, recommendations will be developed for identified gaps. The information collected will be used to provide relevant GIS-related guidance, training, and internal policy recommendations for the use of GIS in public health emergency preparedness and response at CDC.

DESCRIPTION OF RESPONDENTS: Respondents include both federal employees and contractors/fellows working in geographic information systems (GIS) and/or working with public health emergency preparedness and response activities within CDC/ATSDR.

TYPE OF COLLECTION: (Check one)

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

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: _____

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

Survey respondents have the option of entering their CDC user name/ID when they complete the information, but this information is not required. The CDC user ID can be used to determine the full name of the respondent but this information will only be used to follow up with individuals who expressed an interest in follow up from the working group and/or deploying for public health emergency response activities. The personally identifying information (PII) being collected (CDC user ID only) will not be linked to responses and will not be retained after the completion of the project.

Gifts or Payments:

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

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Federal government employees	25	15/60	6.5 hours
Contractors/Fellows	25	15/60	6.5 hours
Totals	50		13 hours

FEDERAL COST: The estimated annual cost to the Federal government is \$1325.20.

This cost reflects approximately 40 hours of salary for one staff person (GS-12 equivalent) to create the needs assessment and assist with compiling and analyzing the results and drafting an internal report of results.

The annual cost associated with respondent burden hours is approximately \$414.13 (determined using an average wage of \$33.13 per hour based on information from the Bureau of Labor Statistics Occupational Employment and Wages, May 2015, <https://www.bls.gov/ooh/life-physical-and-social-science/environmental-scientists-and-specialists.htm>).

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?

Our sampling plan targets stakeholder groups rather than select individuals. We do not have an enumerated list of names but a list of groups with participants involved in either GIS or public health emergency preparedness and response activities within CDC. The survey link will be disseminated to participants of these list serves or through program level email lists. The target groups are listed below:

- Global Rapid Response Team – all members (Tiers 1-3)
- GIS in Public Health Emergencies Working Group Subject Matter Experts
- ATSDR/NCEH: Geospatial Research, Analysis, and Services Program and Environmental Health Emergency Management
- Emergency Operations Center (EOC) Situation Awareness Team
- OPHPR Department of Emergency Operations Emergency Management Coordinators
- CSELS EIS Program

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.

List of attachments:

- Attachment A – Recruitment Emails for GPHEW Needs Assessment Survey
- Attachment B – GPHEW NA Survey Text
- Attachment C – GPHEW NA Survey Screenshots