



**DATE:** December 20, 2010

**TO:** Gordon Willis, Ph.D.  
Applied Research Program, DCCPS, NCI

**FROM:** NIH Privacy Act Officer

**SUBJECT:** Applicability of the Privacy Act: "Questionnaire Cognitive Interviewing and Pretesting, National Cancer Institute (NCI)"

I have reviewed the generic NCI/DCCPS submission to OMB requesting approval for the evaluation of the pretesting activities and methods to be used to facilitate testing of NCI-sponsored surveys.

Personally identifiable information (participant name and contact information) will be collected for the purpose of subject recruitment for pretest interviews (e.g., focus groups, cognitive interviews, usability tests). However, it will not be associated with substantive data collected during interviews and will be destroyed immediately after the interview.

Based on the fact that the record system, in which information (consent documents, audiotapes, videotapes, and questionnaires) is stored, is labeled by participant identifier, I have determined that the Privacy Act will apply to this data collection.

The data collection is covered by NIH Privacy Act System of Record 09-25-0156, "Records of Participants in Programs and Respondents in Surveys Used to Evaluate Programs of the Public Health Service, HHS/PHS/NIH/OD".

Upon receipt, I will review each anticipated sub-study to determine whether or not the Privacy Act applies.

If you have any questions, please contact my office at (301) 496-2832.

A handwritten signature in cursive script that reads "Karen Plá".

Karen M. Plá

Attachment

cc: Vivian Horovitch-Kelley, PRA/OMB Project Clearance Liaison