

Non-substantive Change Request to OMB Control # 0920-1011
Emergency Epidemic Investigation Data Collections
Year 2, Quarter 3 (Date Submitted: January 22, 2016)

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" are submitted to OMB quarterly as a non-substantive change to the generic ICR." This non-substantive change request includes the following: Burden Memo (Appendix 1) and final data collection forms (Appendix 2) for the three investigations conducted under 0920-1011 for which data collection was completed during Y2Q3 (October 1, 2015 to December 31, 2015).

The actual burden for the three investigations completed during Y2Q3 was 208 respondents and 113 burden hours. This is less than the 246 respondents and 180 burden hours that was projected in the GenIC requests for these investigations.

Table 1. Burden in Y2Q3

| Type of Respondents | Form Name | No. of Respondents | Avg. Burden per Response (in hrs.) | Total Burden (in hrs.) |
|---|--|--------------------|------------------------------------|------------------------|
| Federal employees | Emergency Epidemic Investigation Data Collection Instruments | 4 | 0/45 | 0 |
| Emergency Epidemic Investigation Participants | Emergency Epidemic Investigation Data Collection | 204 | 30/60 | 113 |

| | | | | |
|-------|-------------|--|--|-----|
| | Instruments | | | |
| Total | | | | 113 |

Table 2 below summarizes the data collection form name and projected and actual burden for each approved GenIC. A projected burden of 0 indicates the data collection form was developed in the field.

Table 2. Y2Q3 Data Collection Forms and Projected and Actual Burden, By GenIC

| | | | Projected Burden | | Actual Burden | |
|-----------------|---------------|--|------------------|------------|-----------------|------------|
| GenIC No. (OMB) | Date Approved | Form Name | No. Respondents | Hours | No. Respondents | Hours |
| 2015012-XXX | 8/21/2015 | Risk Factor Interview Guide | 30 | 45 | 25 | 38 |
| 2016003-XXX | 11/4/2015 | GAS Employee Questionnaire | 200 | 67 | 166 | 42 |
| 2016003-XXX | 11/4/2015 | GAS Medical Record Abstraction Form | 4 | 50 | 4 | 0 |
| 2016004-XXX | 11/9/2015 | Legionella Environmental Assessment Form | 6 | 12 | 6 | 12 |
| 2016004-XXX | 11/9/2015 | Sample Data Sheet | 6 | 6 | 7 | 21 |
| | | TOTAL | 246 | 180 | 208 | 113 |