

**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

GenIC No. (OMB)	Date Approved	Form Name	Projected Burden		Actual Burden	
			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