

Asthma Information Reporting System (AIRS)

OMB Control No. 0920 – 0853 (Expiration Date: 5/31/2016)

Revision

Supporting Statement Part B –

Collections of Information Employing Statistical Methods

Project Officer: Elizabeth Herman MD, MPH

Title: Senior Scientist

Phone: 770-488-3711

Email: ehh9@cdc.gov

Fax: 770-488-1540

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Part B. Collections of Information Employing Statistical Methods

B.1. Respondent Universe and Sampling Methods

The National Asthma Control Program (NACP) does not use any statistical methods to select respondents because all funded state asthma programs use AIRS. Public law [42 U.S.C. sections 241(a) and 247b (k) (2)] (Attachment 1) requires application submission and financial reporting by the recipients receiving funding.

Statistical methods cannot be used to reduce burden or improve accuracy of results because of the nature of the program. The respondent universe is the 23 funded state health department cooperative agreement awardees. Therefore, sampling methods will not be utilized for this information collection request. All asthma programs are required to submit annual progress reports. AIRS enables the NACP to identify training and technical assistance needs, monitor compliance with cooperative agreement requirements, evaluate progress made in achieving goals, and obtain information needed to respond to inquiries regarding program activities. Information will be used to monitor awardee progress towards project goals and objectives, for quality improvement, and to respond to inquiries from the Department of Health and Human Services, Congress, and other sources.

B.2. Procedures for the Collection of Information

Information will be collected from awardees on an annual basis. Awardees will report progress on their performance measures (PMs). The AIRS Performance Measures Reporting Spreadsheets (Attachment 3a) have been developed to collect this information. The respondents completing the reporting spreadsheets are the state asthma program staff who have worked with the NACP to plan the collection of the measures. Awardees will submit their reporting spreadsheets electronically to a dedicated mailbox (asthma1404@cdc.gov). The reporting spreadsheets and instructions for completing the spreadsheets are provided in Attachments 3a and 3a1.

A SharePoint site has been created to receive electronic reports on state-level emergency department (ED) visits and hospital discharge (HD) surveillance data. The Excel templates for the surveillance data are provided in Attachments 3b and 3c and instructions in Attachments 3d1 and 3d2.

Upon receipt of information from each awardee, CDC's contractor will enter the information into an Access database. The database will only be available to authorized CDC program staff

and contractors. Responses will be stored on secure network servers subject to the agency's computer security measures. CDC staff will have the capacity to query the database to extract individual or aggregate awardee-related data. CDC staff will generate reports reflecting the combined information on an annual basis and distribute to the state awardees. This information will be used to monitor progress, improve the quality of programs and services, and document impact.

B.3. Methods to Maximize Response Rates and Deal with No Response

Annual reports are a requirement for each NACP awardee, in order for the awardee to continue to receive funding. Response rates are expected to be 100%.

B.4. Test of Procedures or Methods to be Undertaken

Pilot testing was conducted using 5 five state awardees (Montana, New Mexico, New York, Pennsylvania and Rhode Island) that volunteered to test the reporting spreadsheets. Based on their feedback, changes were made to reduce the burden to the state awardees.

B.5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

No individuals are consulted on statistical aspects of the PMs since statistical methods are not used in the analysis of the information.

NACP staff on the surveillance team consult on statistical aspects of the ED visits and HD data.

List of Attachments

Attachment 1. Authorizing Legislation

Attachment 2. 60-day Federal Register Notice

Attachment 2a. Public Comment

Attachment 3a. AIRS Performance Measures Reporting Spreadsheets

Attachment 3a1. AIRS Performance Measures Reporting Spreadsheet Instructions

Attachment 3b. AIRS Emergency Department Visits Reporting Form

Attachment 3c. AIRS Hospital Discharge Reporting Forms

Attachment 3d1. AIRS Instructions for HD ED Data Submission

Attachment 3d2. AIRS Instructions for HD ED HowtoDocSharing

Attachment 4. AIRS Research Determination Form