

Formative Research to Identify Common and Unique Barriers to the Exchange of Hospitalization and Emergency Department Data

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Supporting Statement Part B –

Collections of Information Employing Statistical Methods

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Table of Contents

B.1.	Respondent Universe and Sampling Methods.....	3
B.2.	Procedures for the Collection of Information.....	3
B.3.	Methods to Maximize Response Rates and Deal with No Response.....	3
B.4.	Test of Procedures or Methods to be Undertaken.....	3
B.5.	Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data....	3
	References.....	3
	List of Attachments.....	3

Part B. Collections of Information Employing Statistical Methods

B.1. Respondent Universe and Sampling Methods

The goal of this formative research is to conduct a needs assessment to understand the knowledge gaps and perceived barriers to utilization and accessibility of hospitalization and emergency department visits data for the CDC Environmental Public Health Tracking (EPHT) recipient programs. This collection does not involve statistical methods. The purpose is not to make statistical generalizations beyond the participating respondents.

The respondent universe for the survey includes all program investigators (PIs)/program managers (PMs) in 26 states or cities funded by the CDC Environmental Public Health Tracking Program (Tracking program) in 2019. The total for this respondent universe is 26. Each PI/PM will receive an email from NAHDO to participate in the survey on behalf of the represented state or city.

B.2. Procedures for the Collection of Information

A survey pre-notice will be sent by email to announce that the survey will be sent in one week (Attachment B1). The pre-notice will explain why we are conducting the survey and how to respond, and it will also request each recipient program to identify the PI/PM most knowledgeable about hospitalization data in their program. A Word version of the survey will be attached within the survey pre-notice email so respondents can begin to gather information. One week after the pre-notice is emailed, a survey invitation, along with the survey link and a paper copy of the survey will be emailed to the selected respondents (Attachment B2). Follow-up e-mail reminders will offer PIs/PMs who have not yet completed the survey, the opportunity to complete the survey. The reminder emails are sent one week and two weeks from the date of the survey invitation (Attachment B3). As soon as a respondent returns or completes the survey, they are removed from the list for future survey reminders. A survey closing note will be sent to PIs/PMs three weeks after the initial survey invitation (Attachment B4).

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

The importance of this survey, along with information about the survey, will be introduced in one of the bi-monthly PI/PM calls in the Tracking program. Follow-up reminders and opportunities to complete the survey in paper or online are offered to maximize responses. In addition, monthly recipient calls can be used to remind PIs/PMs regarding the survey completion. Those who have not yet completed the survey will receive an email reminder. Those who do not respond receive additional reminders, and then the survey is concluded.

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

As a part of testing the survey questionnaire, NAHDO piloted three recipient state to refine questions to minimize burden and improve utility the draft of survey questionnaires. The comments from pilot test were reviewed by subject matter experts in CDC and NAHDO to ensure ease of understanding and clarity. Some changes in question wording were recommended from this review.

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

The data collection process and data analysis will be conducted by the staff in the CDC and NAHDO, and the primary staff contact person on this project is survey manager Mikyong Shin, DrPH. The NAHDO regularly conducts surveys of its membership on various hospitalization data, and NAHDO Research staff have a timeline, detailed plan for, and proven track record of collecting and analyzing survey results using accepted best practices for surveys. Once the data collection process is complete, all analyses will be led by Mikyong Shin and the analysis of the survey data will use descriptive statistical methods.

References

Team. EHTP. America's environmental health gap: Why the country needs a nationwide health tracking network. 2000.

List of Attachments

Attachment A1 – Survey Instrument (Word)

Attachment A2 – Survey Instrument (screenshots)

Attachment B1 - Pre-notice

Attachment B2 - Survey invitation email

Attachment B3 - Reminder email

Attachment B4 - Survey closing email

Attachment C - NCEH/ATSDR Research Determination Form