

DOCUMENTATION FOR THE GENERIC CLEARANCE FOR THE COLLECTION OF QUALITATIVE RESEARCH & ASSESSMENT

TITLE OF INFORMATION COLLECTION:

Million Hearts Social Network Analysis—Key Informant Interviews

INTERVIEWS

SMALL DISCUSSION GROUPS

FOCUS GROUPS

QUESTIONNAIRES

OTHER (EXPLAIN:)

DESCRIPTION OF THIS SPECIFIC COLLECTION

1. Intended purpose

The U.S. Department of Health and Human Services Office of the Assistant Secretary for Planning and Evaluation (HHS/ASPE) and the Centers for Disease Control and Prevention (CDC) awarded a contract to RAND to examine partnership engagement and the level of communication among Million Hearts® (MH) partners. In order to describe the partnership engagement process RAND proposes to conduct interviews with key informants in the Million Hearts Initiative. These informants will be in a supervisory role in their organization and have extensive knowledge of the Initiative.

2. Need for the collection

To our knowledge, there is no information that has been or is currently being collected similar to these questions that will be asked. This is an exploratory study to answer questions that we currently do not have the data to answer.

3. Planned use of the data

Data will be collected and used for identifying facilitators and barriers to public-private partnerships with the federal government. The interviews will also help us refine and tailor a social network survey, for which we will be submitting a separate information collection request package.

4. Date(s) and location(s)

Data collection will begin in May 2016 and continue until July 2016.

5. Collection procedures

We will develop a guide for key informant interviews to be administered to staff from the Million Hearts Initiative. The staff selected for interviews will be representing their organization

and providing information about their organization. We will not be asking any for any personally identifiable information. We anticipate a sample of 30-50 key staff to be selected for interviews.

We have developed a telephone interview protocol (not more than 1 hour in length) that focuses on the following topics: network partners, collaborations with partners, effective communication strategies, new partnerships, lost partnerships, and changes in organizational activities. Each interview will be tailored to incorporate unique information about the specific organization the informant represents. Dr. Malcolm Williams and Dr. Danielle Varda are experts in analyzing qualitative and social network data. Both investigators also have extensive knowledge of public health issues. The project team is composed of federal staff who have expertise in this area and qualitative methodology as well.

6. Number of collections (e.g., focus groups, surveys, sessions)

We anticipate a sample of approximately 50 key staff to be selected for interviews.

7. Description of respondents/participants

Respondents will be supervisory staff with extensive knowledge of the Million Hearts Initiative and their organization’s specific activities that connect to the Initiative.

8. Description of how results will be used

Results will be used to develop a survey tool for social network data collection and analysis to examine relationships and patterns discovered in the qualitative interviews and analysis.

9. Description of how results will or will not be disseminated and why or why not

We will publish our results in peer reviewed literature and appropriate web sites.

AMOUNT OF ANY PROPOSED STIPEND OR INCENTIVE

There is no proposed stipend or incentive.

BURDEN HOUR COMPUTATION (*Number of responses (X) estimated response or participation time in minutes (/60) = annual burden hours*):

Type of Respondent	No. of Respondents	No. of Responses per Respondent	Average Burden per Response (in hours)	Total Burden Hours	Hourly Wage Rate	Total Respondent Costs
Private Sector, State, & Local Partners	50	1	1	50	\$34.21	\$1,710.50
TOTALS	50	50		50		\$1,710.50

BURDEN COST COMPUTATION

Staff (FTE)	Average Hours per Collection	Average Hourly Rate	Average Cost
Social Science Analyst, GS 11	30	33.00	\$990
Social Science Analyst, GS 15	20	76.00	\$1,520
Estimated Total Cost of Information Collection			\$2,510

OTHER SUPPORTING INFORMATION

REQUESTED APPROVAL DATE: February 15, 2015

NAME OF CONTACT PERSON: Daniel Duplantier, Contracting Officer Representative, Social Science Analyst, HHS/ASPE

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DEPARTMENT/OFFICE/BUREAU: U.S. Department of Health and Human Services (HHS), Assistant Secretary of Planning and Evaluation (ASPE), Science and Data Policy (SDP)