



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Office of the Secretary
Washington DC 20201

MEMORANDUM

TO: Sherrette Funn, OS Reports Clearance Officer

THROUGH: Darius Taylor

FROM: Amanda Cash, DrPH, MPH, Senior Advisor

SUBJECT: Request to Change 0990-0421, ASPE Generic Clearance for the Collection of Qualitative Research and Assessment

DATE: April 24, 2017

ASPE requests OMB approve a modification to our ASPE Generic Clearance for the Collection of Qualitative Research and Assessment. The Office of the Assistant Secretary for Planning and Evaluation (ASPE) at the Department of Health and Human Services (HHS) maintains a generic clearance for purposes of conducting qualitative research to gain a better understanding of emerging health policy issues, develop future intramural and extramural research projects, and to ensure HHS leadership, agencies and offices have recent data and information to inform program and policy decision-making. The generic clearance is used to collect qualitative data on HHS programs and policy issues.

This request is to add more hours to the burden estimate as currently approved and will remain in compliance with the PRA. In 2014, we estimated that we would use 747 hours, and with a current request to use the generic clearance, we have gone above that estimate. Therefore we are requesting that OMB approves an addition of 500 hours for a total of 1,247 hours.

Please provide us with the Notice of Action upon OMB approval.

Thank you,

Amanda Cash, DrPH, MPH