

# **Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0935-0179)**

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## **TITLE OF INFORMATION COLLECTION:**

Stakeholder Interviews for Task 1 of AHRQ’s SPPC-II Contract (RFTOP #17-233-SOL-00520)

## **PURPOSE:**

The Armstrong Institute at Johns Hopkins University (JHU) was awarded a 10 month contract with AHRQ to develop a plan that will integrate key components of AHRQ’s Safety Program in Perinatal Care (SPPC-I) Program with HRSA’s Alliance for Innovation on Maternal Health (AIM) Program. The first phase of the project is focused on targeted information gathering to determine current needs and status of the existing AIM project and potential barriers to merging with the SPPC project. This will involve preliminary or exploratory work through stakeholder interviews, facilitating small stakeholder panel discussions, and pretesting materials, such as toolkits to better understand how to build contract deliverables (including implementation plan, evaluation plan and field test plan).

The purpose of the stakeholder interviews, in particular, is to gain a deep understanding about the barriers and challenges related to the uptake of the AIM and SPPC programs from key stakeholder groups. Information gathered during the one-time, voluntary, stakeholder interviews will yield qualitative information about the structures and processes underlying both federal programs (HRSA’s AIM and AHRQ’s SPPC programs), and identify opportunities to improve the delivery of AHRQ’s SPPC program. This qualitative information will only be used for the purpose of developing SPPC-II contract deliverables and will not be disseminated to the public. Information gained from the stakeholder interviews will provide insights into their perceptions, experiences and expectations, and focus attention on areas where communication, training and changes can improve the delivery of AHRQ’s SPPC program.

## **DESCRIPTION OF RESPONDENTS:**

Respondents will include stakeholders representing five categories:

- 1) Federal agencies involved in AIM and SPPC programs, such as HRSA and AHRQ;
- 2) AIM leadership and partners, such as American College of Obstetrics and Gynecology (ACOG);
- 3) AIM lead coordinating organizations/entities, such as state PQC’s;
- 4) AIM implementing sites, including local leadership and front-line providers; and
- 5) SPPC I implementing sites, including local leadership and front-line providers.

**TYPE OF COLLECTION:** (Check one)

- Customer Comment Card/Complaint Form       Customer Satisfaction Survey  
 Usability Testing (e.g., Website or Software)       Small Discussion Group  
 Focus Group       Other: Stakeholder Interviews

**CERTIFICATION:**

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Camille Fabiyi

To assist review, please provide answers to the following question:

**Personally Identifiable Information:**

1. Is personally identifiable information (PII) collected?  Yes  No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974?  Yes  No
3. If Applicable, has a System or Records Notice been published?  Yes  No

**Gifts or Payments:**

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants?   
Yes  No

**Category of Respondent:** *(the options here are Public Sector or Private Sector, or both)*

**BURDEN HOURS**

Category of Respondent	No. of Respondents	Participation Time	Burden
Category 1 and 5 Interviews (In-person; Phone)	5	60/60	5 hours
Category 2-4 Interviews (In-person; Phone)	10	30/60	5 hours
<b>Totals</b>	<b>15</b>	<b>40/60</b>	<b>10 hours</b>

**FEDERAL COST:** The estimated annual cost to the Federal government is \$1,800.00\_\_\_\_\_

**If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:**

**The selection of your targeted respondents**

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?

[X ] Yes [ ] No

If the answer is yes, please provide a description of both below (or attach the sampling plan)? If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

A list of potential respondents has been compiled in close consultation with AHRQ and HRSA and includes SPPC and AIM implementers, program staff, subject matter experts, and other stakeholders (e.g. professional organizations representatives, non-AIM state POCs) who can help the contractor answer the questions it aims to accomplish for this Task. As stated above, the contractor will interview stakeholders representing the following five categories:

- 1) Federal agencies involved in AIM and SPPC programs, such as HRSA and AHRQ;
- 2) AIM leadership and partners, such as American College of Obstetrics and Gynecology (ACOG);
- 3) AIM lead coordinating organizations/entities, such as state POCs;
- 4) AIM implementing sites, including local leadership and front-line providers; and
- 5) SPPC I implementing sites, including local leadership and front-line providers.

A purposive sampling strategy combining both convenience sampling and critical case sampling will be employed to interview stakeholders within each category who are accessible and willing to participate in an interview and those who are exemplars or critical to understanding the barriers and challenges related to AIM and SPPC category. The contractor anticipates conducting interviews in a phased manner until data saturation is reached within each category, with the goal of interviewing a total of 10-15 stakeholder participants.

### **Administration of the Instrument**

1. How will you collect the information? (Check all that apply)

Web-based or other forms of Social Media

Telephone

In-person

Mail

Other, Explain

2. Will interviewers or facilitators be used?  Yes  No

**Please make sure that all instruments, instructions, and scripts are submitted with the request.**