

# **Unpasteurized Milk Outbreaks: An Assessment of the Legal Landscape, Outbreak Investigations, and Prevention at the State Level**

OSTLTS Generic Data collection Request  
OMB No. 0920-0879

## **Supporting Statement – Section B**

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## Section B – Data collection Procedures

### 1. Respondent Universe and Sampling Methods

Respondents will consist of up to 700 food safety epidemiologists and environmental health specialists representing 50 states and the District of Columbia.

350 state officials will be invited to participate in the assessment. Each individual will have the option to forward the assessment on to others within the state government who may also have expertise in this area and may be willing to participate. We expect, on average, for each person to forward the survey on to 1 additional person, resulting in a total expected respondent total of 700. NOTE: instructions are embedded within the survey invitation as well as the survey itself to ensure respondents remain within the state government respondent population, aligning with the approved respondent universe for 0920-0879.

### 2. Procedures for the Collection of Information

Data will be collected via web-based assessment and respondents will be recruited through a notification email (see **Attachment C – Survey Invitation Email**). The notification email will explain:

- The purpose of the data collection, and why their participation is important
- Instructions for participating
- Method to safeguard their responses
- That participation is voluntary
- The expected time to complete the instrument
- Contact information for the project team

The email will also state instructions for participating and a link to the assessment. The Information collection instrument will be distributed using EpiInfo software.

Respondents will be asked to complete their response to the instrument within a 4-week period to allow ample time for completion. Following the invitation email, state officials contacted will receive a reminder email after 2 weeks (see **Attachment D—Survey Reminder Email**) urging them to complete the assessment.

Information collected from the online assessment will be stored in a secure environment on the password-protected computers of DFWED staff and on secure CDC servers. Once the assessment is closed, responses will be downloaded from EpiInfo. Data analysis will consist of descriptive statistics and will be run examining response frequencies. Following analysis of responses, key findings will be shared in aggregate form with project staff and DFWED senior leadership. Findings may also be disseminated through presentations at foodborne-outbreak and health communication meetings and manuscript publication in scientific journals. Data collected will inform capacity building to improve prevention initiatives aimed at decreasing outbreaks linked to the consumption of unpasteurized milk by 1) Identifying current

prevention work at state health and agriculture departments 2) Assessing state capacity to conduct prevention projects, and 3) Identifying how DFWED can better support state prevention work.

### **3. Methods to Maximize Response Rates Deal with Nonresponse**

Although participation in the data collection is voluntary, the project team will make every effort to maximize the rate of response. The data collection instrument was designed with particular focus on streamlining questions to allow for skipping questions based on responses to previous questions, thereby minimizing response burden.

Following the distribution of the invitation to participate in the data collection, (see **Attachment C – Survey Invitation Email**), respondents will have 4 weeks to complete the instrument. If a low response rate is obtained, the collection will be extended by 8 weeks. State officials contacted will receive a reminder email (see **Attachment D – Survey Reminder Email**) every 2 weeks urging them to complete the instrument.

### **4. Test of Procedures or Methods to be Undertaken**

The estimate for burden hours is based on a pilot test of the data collection instrument by 5 CDC public health professionals. In the pilot test, the average time to complete the instrument including time for reviewing instructions, gathering needed information and completing the instrument, was approximately 15 minutes (range: 10 to 20 minutes). For the purposes of estimating burden hours, the upper limit of this range (i.e., 20 minutes) is used.

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

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## **LIST OF ATTACHMENTS – Section B**

Note: Attachments are included as separate files as instructed.

**C. Attachment C – Survey Invitation Email**

**D. Attachment D – Survey Reminder Email**

## **REFERENCE LIST**

Wilcox L, Majestic E, Ayele M, Strasser S, Weaver S. National Survey of Training Needs Reported by Public Health Professionals in Chronic Disease Programs in State, Territorial, and Local Governments. *J Public Health Manag Pract.* 2014;20(5):481-489.

Herstein JJ, Biddinger PD, Gibbs SG, et al. US State Public Health Departments Special Pathogen Planning. *J Public Health Manag Pract.* 2018 Sep/Oct;24(5):E28-E33.