

# Reinstatement Request

OMB No. 0920-0706

## National Program of Cancer Registries Program Evaluation Instrument (NPCR-PEI)

### Supporting Statement Part B

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## **1LIST OF ATTACHMENTS**

- Attachment 1A Cancer Registries Amendment Act, Public Law 102-515
- Attachment 1B Section 301 of the Public Health Service Act [42 U.S.C. 241]
- Attachment 2 60-Day Federal Register Notice
- Attachment 3A NPCR Program Evaluation Instrument 2017 Version (Updated Version)
- Attachment 3B Sample Letter (with PEI Instructions) to NPCR Awardees
- Attachment 3C Changes in the PEI for 2017 and 2019
- Attachment 3D NPCR Evaluation Instrument 2015 Version (Previous Version)
- Attachment 4 List of 2012-2017 NPCR Awardees and Projected 2017-2022 NPCR Awardees
- Attachment 5 NPCR Program Standards
- Attachment 6 NPCR Program Evaluation Results 2015
- Attachment 7 Volunteer Awardee Review List
- Attachment 8 IRB Determination Document

**National Program of Cancer Registries  
Program Evaluation Instrument**

**B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

**B1. Respondent Universe and Sampling Methods**

Respondents are the 50 states, the District of Columbia, and US territories' Central Cancer Registries that will receive CDC funds from the NPCR component of the DP17-1701 FOA to create and/or enhance central cancer registries. Biennially, respondents will be notified that the NPCR-PEI is deployed and accessible via a secure website for a period of approximately two weeks. The estimated annualized number of respondents is 33 ((50 respondents annually \*2 information collections)/3 year clearance period).

Statistical methods for sampling are not employed.

**B2 Procedures for the Collection of Information**

CDC awardees will submit NPCR-PEI data to the contractor once every other year in odd-numbered years (years 1 and 3 of this clearance request). Information will be submitted to CDC via a secure, web-based instrument (**Attachment 3C**). Each NPCR awardee will receive a sample letter with instructions (**Attachment 3B**). The respondents will also have the option to complete the survey on paper and return it to the contractor by mail.

Respondents have consistently submitted their NPCR-PEI responses electronically at a rate of 100% and we anticipate this trend for future submissions. However, since we offer awardees the option to submit the NPCR-PEI via mail courier we expect no more than 10% paper submissions and at least a 90% electronic response rate.

Changes that will be implemented beginning in 2017 are summarized in **Attachment 3C**). The contractor will perform quality control edits on the data, process the data, compile the data into a data file, and produce a secure web-based results display system, year 2. The contractor will also create individual and aggregate summary descriptive reports for the CCRs and CDC. All reports are reviewed by CDC before being made available to the CCRs. When the secure web-based results display system is made available by the contractor, data are then used for various statistical analyses.

### **B3. Methods to Maximize Response Rates and Deal with Nonresponse**

To maximize response rates, CDC performs a usability test of the web-based NPCR-PEI before it is made available online for the CCRs. The CCRs will have access to a technical support help-line supported by the contractor, and to the appropriate NPCR Program Consultant, for technical difficulties or questions encountered using the NPCR-PEI.

Incentives for the CCRs to complete and submit the NPCR-PEI include: 1) easy access to all information needed to complete the NPCR-PEI; and 2) an annual report containing both CCR-specific and aggregate summary NPCR-PEI data. There is no reason to believe that the response rate would be lower than 100% (a total of 50 grantees).

### **B4. Tests of Procedures or Methods to be Undertaken**

The web-based PEI has been used previously for NPCR reporting (**Attachment 3C**). The NPCR program standards were revised as listed in **Attachment 5** to coincide with the release of FOA DP17-1707. A CDC usability test expert, CDC-NPCR staff, and the contractor, have previously performed usability testing on the web-based NPCR-PEI. Eight projected respondents (**Attachment 7**) volunteered to review the NPCR-PEI for clarity, comprehension, and conciseness. These volunteers are representatives from the 48 currently funded NPCR programs (**Attachment 4**). The NPCR-PEI instrument is not expected to change during the next five-year the requested three-year clearance period.

### **B5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data**

Both CDC and the contracting staff will serve as statistical consultants for the project and will analyze data collected through this project. Contracting staff will serve as the data collectors. This staff includes a director to oversee the development and release of the PEI to respondents as well as a data analyst to ensure the integrity of the data collection and analysis.