

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB#: 0925-0648)

TITLE OF INFORMATION COLLECTION: NLM TOXNET 2018 Workshop Survey

PURPOSE: The purpose of this National Library of Medicine (NLM) qualitative survey is to collect input from users of NLM’s toxicology and environmental health electronic resources in preparation for an upcoming workshop concerning Re-envisioning NLM’s Toxicology and Environmental Health Resources. The information from this survey will be used to improve the design of the workshop to better focus on user priorities.

DESCRIPTION OF RESPONDENTS:

A limited number (120 or less) of users of NLM’s toxicology and environmental health resources representing a diverse array of backgrounds including of toxicologists, environmental scientists and other users.

TYPE OF COLLECTION: (Check one)

- | | |
|-----------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input checked="" type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> Other: _____ |

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: Perti J. Hakkinen. Ph.D.

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 N/A

Note: Respondents will be asked to voluntarily provide only their name if any follow-up is needed to better understand their survey responses by the NLM Project Team.

Gifts or Payments:

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

ESTIMATED BURDEN HOURS and COSTS

| Category of Respondent | No. of Respondents | No. of Responses per Respondent | Time per Response (in hours) | Total Burden Hours |
|------------------------|--------------------|---------------------------------|------------------------------|--------------------|
| Private Sector | 120 | 1 | 15/60 | 30 |
| Totals | 120 | 120 | | 30 |

| Category of Respondent | Total Burden Hours | Wage Rate* | Total Burden Cost |
|--------------------------------------------------------------|--------------------|------------|-------------------|
| Private Sector (Environmental Scientists and Specialists) | 30 | \$36.23 | \$1,086.90 |
| Totals | 30 | | \$1,086.90 |

* May 2016 National Occupational Employment and Wage Estimates
 19-2041 Environmental Scientists and Specialists
<https://www.bls.gov/oes/current/oes192041.htm>

FEDERAL COST: The estimated annual cost to the Federal government is \$328.40

| Staff | Grade/Step | Salary | % of Effort | Fringe (if applicable) | Total Cost to Gov't |
|--------------------------|------------|-----------|-------------|------------------------|---------------------|
| Federal Oversight | | | | | |
| Staff scientist | GS15/10 | \$164,200 | 0.2% | | \$328.40 |
| | | | | | |
| Contractor Cost | | | | | N/A |
| | | | | | |
| Travel | | | | | N/A |
| Other Cost | | | | | N/A |
| | | | | | |
| Total | | | | | \$328.40 |

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?

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?

The sample of users invited to participate will be generated through the professional contacts of the NLM Senior Toxicologist & Toxicology and Environmental Health Science Advisor.

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