

**NCI/Office of Communications and Public Liaison**

# **APPENDIX 1D**

**SMOKING CALL BACK TASK**

# Smoking Call Back Task

## Callback task with Public Burden Statement

The screenshot shows a Microsoft Dynamics CRM form titled "NCI Call Back". The interface includes a ribbon with tabs for "Home", "Insert Field", "Insert Control", "Design", and "Rules". The "Home" tab is active, showing various field and control options. The form contains several fields, including "Inquiry", "Has Out", "Plan/Use Medication", "No. why?", "Other Reason", "Call Back Number", "Call Back Attempt", "Call Back Status", and "Time Zone". Below these fields, there are several red text messages providing scheduling instructions for different time zones: "Atlantic TZ calls must be scheduled between 9AM and 830PM Atlantic Time", "Eastern TZ calls must be scheduled between 9AM and 830PM Eastern Time", "Central TZ calls must be scheduled between 8AM and 730PM Central Time", "Mountain TZ calls must be scheduled between 7AM and 630PM Mountain Time", "Pacific TZ calls must be scheduled between 6AM and 530PM Pacific Time", "Alaska TZ calls must be scheduled between 5AM and 430PM Alaska Time", and "Hawaii TZ calls must be scheduled between 4AM and 330PM Hawaii Time". There are also fields for "Call Back (Local Time)" and "Call Back (CC Time)". At the bottom of the form, there is a "Contact Details" section and a "Call Back Notes" section. A public burden statement is displayed at the bottom of the form, including the OMB No. 0925-0208, the expiry date 4/30/2019, and a detailed description of the reporting burden. The form is logged in as Adrianna Gutierrez.

Form approved: OMB No. 0925-0208  
Expiry Date: 4/30/2019  
Public reporting burden: Public reporting burden for this collection of information is estimated to average 4 minute per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-0208)

Logged in as: Adrianna Gutierrez