
**21ST CENTURY CURES ACT SECTION 12002 IMD STUDY: OMB PACKAGE
SUPPORTING STATEMENT PART B**

- 1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection method to be used. Data on the number of entities (e.g., establishments, State and local government units, households, or persons) in the universe covered by the collection and in the corresponding sample are to be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate expected response rates for the collection as a whole. If the collection had been conducted previously, include the actual response rate achieved during the last collection.**

We expect all states and territories with risk-based managed care arrangements to complete the survey. As of the time of submission of this information collection request, we expect a maximum of about 43 states to participate. The number of individuals contributing to the survey per state may vary depending upon the organization and expertise of the state Medicaid agency; however, we generally expect an average of one primary respondent per state, with a response rate of 100 percent.

This survey has not been conducted previously, and CMS has not set a required minimum response rate for the survey.

- 2. Describe the procedures for the collection of information including:**

- **Statistical methodology for stratification and sample selection,**
- **Estimation procedure,**
- **Degree of accuracy needed for the purpose described in the justification,**
- **Unusual problems requiring specialized sampling procedures, and**
- **Any use of periodic (less frequent than annual) data collection cycles to reduce burden.**

The sample for the State and Territory Survey includes all states and territories with Medicaid managed care programs. We will identify the sample using available Medicaid managed care program data maintained by Mathematica Policy Research on behalf of CMS. The data collected from states will undergo simple descriptive analysis, including raw counts and the calculation of percentages. Therefore, statistical methodology for stratification and sample selection is not applicable and neither is an estimation procedure or degree of accuracy. There are no anticipated, unusual problems that require specialized sampling procedures. The survey will be completed once during the study period.

Designated staff from all 43 states will be asked to complete the State and Territory Survey via the internet. The evaluation team will reach out to the primary contact by e-mail to invite them participate. Participants will access the survey through a web link provided in the invitation e-mail. Follow-up emails will be sent weekly. Phone follow-up is not anticipated, but will be considered if necessary to obtain a sufficient response rate.

- 3. Describe methods to maximize response rates and to deal with issues of non-response. The accuracy and reliability of information collected must be shown to be adequate for intended uses. For collections based on sampling, a special justification must be provided for any collection that will not yield 'reliable' data that can be generalized to the universe studied.**

Response rates. The study team will send the link to the web survey by email to the designated survey contact in each state and monitor progress throughout the fielding period. Reminders to complete the survey will be sent on a weekly basis to states who have not yet fully completed the survey instrument. The study team will send reminders until the desired response rate is achieved. In addition, ongoing relationships with states through CMS support and development of a succinct survey instrument will facilitate a response rate of 100 percent. Should a 100 percent response rate not be achieved, we will include information gathered from states that respond to our survey within the designated fielding period in our analyses.

Data reliability. Data from completed web surveys will be reviewed throughout the fielding period for accuracy and consistency. The use of the web mode allows sophisticated skip logic and fills within the instrument, further improving the overall reliability of the data collected.

- 4. Describe any tests of procedures or methods to be undertaken. Testing is encouraged as an effective means of refining collections of information to minimize burden and improve utility. Tests must be approved if they call for answers to identical questions from 10 or more respondents. A proposed test or set of tests may be submitted for approval separately or in combination with the main collection of information.**

There will be no official pre-test for the State and Territory Survey tool, because the instrument is similar to instruments used without difficulty in previous studies the study team has conducted. In addition, there is no appropriate pre-test population, as we expect that the survey sample will include every state and territory with Medicaid managed care arrangements.

- 5. Provide the name and telephone number of individuals consulted on statistical aspects of the design and the name of the agency unit, contractor(s), grantee(s), or other person(s) who will actually collect and/or analyze the information for the agency.**

Mathematica designed the survey tool in conjunction with CMS task leads Debbie Anderson and Laura Snyder. The survey design team includes Allison Wishon Siegwarth, Kristina Rall, Debra Lipson, and Jenna Libersky (Mathematica). The study will be conducted by Mathematica under contract with CMS.