

**Non-substantive Change Request to OMB Control # 0920-1011  
Emergency Epidemic Investigation Data Collections  
Quarter: January 1, 2020 – March 31, 2020**

This is a non-substantive change request for the Emergency Epidemic Investigations (EEI) Generic ICR, (OMB Control No. 0920-1011, Expiration 02/24/2020). This allows the Centers for Disease Control and Prevention (CDC) to continue to conduct EEIs in response to acute public health emergencies resulting from outbreaks or events with undetermined agents, undetermined sources, undetermined modes of transmission, or undetermined risk factors. CDC frequently is called upon to conduct EEIs at the request of one or more external partners (e.g., local, state, tribal, military, port, other federal agency, or international health authorities, or other partner organizations) seeking support to respond to urgent public health problems. In response to external partner requests, CDC readily provides necessary epidemiologic support to facilitate appropriate engagement in epidemiological investigations. Such investigations often are dependent on rapid and flexible data collection that evolves during the investigation period.

This non-substantive change request is submitted to comply with the stated procedures in the approved EEI Generic ICR package (as specified in point 5 under Special Circumstances Relating to the Guidelines of 5 CFR 1320.5), “CDC maintains a library of data collection instruments that includes all final data collection instruments conducted under this generic ICR. This library and the updated burden numbers based on data collected via the “Burden Memo” are submitted to OMB quarterly as a non-substantive change to the generic ICR.” This non-substantive change request includes the following: Burden Memos (Appendix 1) and final data collection forms (Appendix 2) for the investigations conducted under 0920-1011 for which data collection was completed from January 1, 2020 to March 31, 2020.

The actual burden for the one investigation completed during this quarter was 888 respondents and 855 burden hours. This is less than the 770 respondents and 767 burden hours that were projected in the GenIC requests for this investigation.

**Table 1. Burden from January 1, 2020 to March 31, 2020**

| Type of Respondents                           | Form Name  | No. of Respondents | Avg. Burden per Response (in hrs.) | Total Burden (in hrs.) |
|---|--|--------------------|------------------------------------|------------------------|
| Emergency Epidemic Investigation Participants | Emergency Epidemic Investigation Data Collection Instruments | 888                | 60/60                              | 855                    |
| Total   |  |                    |                                    | 855                    |

Table 2 below summarizes the data collection form name and projected and actual burden for each approved GenIC. A projected burden of 0 indicates the data collection form was developed in the field.

**Table 2. January 1, 2020 to March 31, 2020 Data Collection Forms and Projected and Actual Burden, By GenIC**

| GenIC No. (OMB) | Date Approved | Form Name                                    | Projected Burden |       | Actual Burden   |       |
|-----------------|---------------|--|------------------|-------|-----------------|-------|
|                 |               |  | No. Respondents  | Hours | No. Respondents | Hours |
| 2020001-XXX     | 8/30/2019     | National Case Report Form - Standard Version | 750              | 750   | 848             | 848   |
| 2020001-XXX     | 8/30/2019     | Specimen Manifest Form                       | 20               | 17    | 40              | 7     |
|                 |               | <b>Total</b>                                 | 770              | 767   | 888             | 855   |