

**Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB#: 0925-0648 Exp Date: 05/2021)**

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**TITLE OF INFORMATION COLLECTION:**

Office of Intramural Training & Education (OITE) – Resilience Training Program: Building a Resilient Scientist

**PURPOSE:**

The National Institutes of Health (NIH) carries out and funds biomedical research in an effort to prevent and cure common and rare diseases. We also train the next generation of doctors, researchers, and medical support staff who will improve human health in the future, both across the country and around the world.

For these trainees, navigating school, the career exploration process, research environments, and the stress of national/international news can seem overwhelming and lead them to doubt themselves just when they need confidence the most. Through workshops and group discussions in this series, OITE will educate on identifying attitudes and behaviors that can help them be more resilient as they navigate difficult situations in school, work and life. Each workshop will highlight emotional intelligence competencies needed for success in research and healthcare careers and will provide strategies for developing these competencies as part of trainee’s educational journey. Trainees can participate in any of the webinars, although it will be encouraged that they attend all sessions. Each session will include a lecture, question & answer session, and optional small group discussions.

- Part I. An Introduction to Resilience and Wellness
- Part II. Exploring our Self-Talk: Cognitive Distortions and Imposter Fears
- Part III. Emotions and Emotional Intelligence in the Workplace
- Part IV. Self-Advocacy and Assertiveness for Scientists
- Part V. Developing Feedback Resilience
- Part VI. Managing Up to Maximize Mentoring Relationships

Compared to the general population, scientists, especially trainees in biomedical sciences, experience significant challenges and stressors that increase their mental health distress risk. This is especially true for women and underrepresented minority (URM) trainees who have been leaving science and academia at a disproportionate rate, causing a "leaky pipeline." With COVID-19, the stressors of social distancing, isolation, having to navigate truncated lab time, and uncertainty about the future are likely to exacerbate the effect. Practical and effective intervention programs are vitally needed to help manage the stress and increase resilience amongst biomedical trainee populations, particularly amongst the most vulnerable trainees. This collection form will be used to solicitate feedback of a resilience program targeted for biomedical trainees and scientists. The use of race/ethnicity and gender identity questions will be used to assess the effectiveness of the training on specific populations.

**DESCRIPTION OF RESPONDENTS:**

Participants of the Resilience Training Program seminar series represent all educational levels, faculty, and at other universities and research institutions. Participants are asked to anonymously complete and submit a feedback form which the OITE will use to make improvements to future presentations and services. The OITE anticipates each session will have approximately 1000 registrations. However, the response rate from the participants is estimated to be 50% or less.

**TYPE OF COLLECTION:** (Check one)

- Customer Comment Card/Complaint Form
- Usability Testing (e.g., Website or Software)
- Focus Group \_\_\_\_\_

- Customer Satisfaction Survey
- Small Discussion Group
- 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: Patricia Wagner, PhD; wagnerpa@od.nih.gov; 240-476-3619

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

**Gifts or Payments:**

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

**ESTIMATED BURDEN HOURS and COSTS**

Category of Respondent	Number of Respondents	Number of Responses Per Respondent	Time per Response (in hours)	Total Burden Hours
Individuals / Households (Undergraduate Students)	200	3	15 / 60	150
Individuals / Households (Master Students)	200	3	15 / 60	150
Individuals / Households (Professional Degree Students)	200	3	15 / 60	150
Individuals / Households (Doctoral Degree Students)	200	3	15 / 60	150
Individuals / Households (Postdoctorate Trainee)	200	3	15 / 60	150
<b>Totals</b>	<b>1000</b>	<b>3000</b>		<b>750</b>

**COST TO RESPONDENT**

Category of Respondent	Total Burden Hours	Wage Rate	Total Burden Cost
Individuals / Households (Undergraduate Students)	150	\$14.51	\$2,177.0
Individuals / Households (Master Students)	150	\$15.91	\$2,387.00
Individuals / Households (Professional Degree Students)	150	\$18.27	\$2,741.00
Individuals / Households (Doctoral Degree Students)	150	\$18.27	\$2,741.00
Individuals / Households (Postdoctorate Trainee)	150	\$26.79	\$4,019.00
<b>Totals</b>	<b>750</b>		<b>\$14,065.00</b>

Wage for students based on NIH stipend tables: <https://policymanual.nih.gov/2300-320-7>.

**FEDERAL COST:** The estimated annual cost to the Federal government is \$1,125.

Staff	Grade/Step	Salary	% of Effort	Fringe (if applicable)	Total Cost to Gov't
<b>Federal Oversight</b>					
OITE Deputy Director	Title 42	\$182,000.00	0.05%	~	\$91.00
OITE Program Manager	G13-S03	\$103,435.00	1.00%	~	\$1034.00
<b>Contractor Cost</b>		~	~	~	~
Travel		~	~	~	~
Other Cost		~	~	~	~
<b>Total</b>		~	~	~	<b>\$1,125.00</b>

The estimated hourly wage is based on the projected highest degree awarded for each participant based on the GS salary table for the Washington, DC area: <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2018/DCB.pdf>.

**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 OITE will ask participants in the Resilience Training Program that have participated in the live session and those watching the posted video, to provide feedback on the seminar series in a pre-participation, post-participation, and extended post-participation. The response rate from the participants is estimated to be 50% or less. The submitted information will be used to make improvements to future events.

### **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