

**National Program of Cancer Registries
Program Evaluation Instrument
(NPCR-PEI)**

Supporting Statement Part B

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1LIST OF ATTACHMENTS

- Attachment 1A Cancer Registries Amendment Act, Public Law 102-515
- Attachment 1B Section 301 of the Public Health Service Act [42 U.S.C. 241]
- Attachment 2A 60-Day Federal Register Notice
- Attachment 2B Responses to 60-Day Federal Register Notice
- Attachment 3A NPCR Program Evaluation Instrument-Paper
- Attachment 3B NPCR Program Evaluation Instrument-Web Version
- Attachment 3C Changes in the NPCR-PEI for 2022 and 2024
- Attachment 3D Sample Letter (with PEI Instructions) to NPCR Awardees
- Attachment 4 List of 2017-2021 NPCR Awardees
- Attachment 5 NPCR Program Standards
- Attachment 6 NPCR Program Evaluation Results 2018

National Program of Cancer Registries Program Evaluation Instrument

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

B1. Respondent Universe and Sampling Methods

Respondents are 46 states, two territories, the District of Columbia, and the Pacific Islands Central Cancer Registries that will receive CDC funds from the NPCR component of the DP17-1701 NOFO or most current agreement to create and/or enhance central cancer registries. Biennially, respondents will be notified that the NPCR-PEI is deployed and accessible via a secure website for a period of approximately two weeks. The estimated annualized number of respondents is 33 ((50 respondents annually *2 information collections)/3-year clearance period).

Statistical methods for sampling are not employed.

B2 Procedures for the Collection of Information

CDC awardees will submit NPCR-PEI data to the contractor once every other year in even numbered years (years 1 and 3 of this clearance request). Information will be submitted to CDC via a secure, web-based instrument (**Attachment 3A, 3B**). Each NPCR awardee will receive a sample letter with instructions (**Attachment 3D**). The respondents will also have the option to complete the survey on paper and return it to the contractor by mail.

Respondents have consistently submitted their NPCR-PEI responses electronically at a rate of 100% and we anticipate this trend for future submissions. However, since we offer awardees the option to submit the NPCR-PEI via mail courier we expect no more than 10% paper submissions and at least a 90% electronic response rate.

Changes that will be implemented beginning in 2022 are summarized in **Attachment 3C**. The contractor will perform quality control edits on the data, process the data, compile the data into a data file, and produce a secure web-based results display system, year 2. The contractor will also create individual and aggregate summary descriptive reports (**Attachment 6**) for the CCRs and CDC. All reports are reviewed by CDC before being made available to the CCRs. When the secure web-based results display system is made available by the contractor, data are then used for various statistical analyses.

B3. Methods to Maximize Response Rates and Deal with Nonresponse

To maximize response rates, CDC performs a usability test of the web-based NPCR-PEI before it is made available online for the CCRs. The CCRs will have access to a technical support helpline supported by the contractor, and to the appropriate NPCR Program Consultant, for technical difficulties or questions encountered using the NPCR-PEI.

Incentives for the CCRs to complete and submit the NPCR-PEI include: 1) easy access to all information needed to complete the NPCR-PEI; and 2) an annual report containing both CCR-specific and aggregate summary NPCR-PEI data. There is no reason to believe that the response rate would be lower than 100% (a total of 50 grantees based on current cooperative agreement).

B4. Tests of Procedures or Methods to be Undertaken

The web-based PEI has been used previously for NPCR reporting (**Attachment 3B**). The NPCR program standards were revised as listed in **Attachment 5** to coincide with the release of NOFO DP17-1707. A CDC usability test expert, CDC-NPCR staff, and the contractor, have previously performed usability testing on the web-based NPCR-PEI. Several respondents provided feedback regarding how to improve NPCR-PEI for greater clarity, comprehension, and conciseness. These respondents are representatives from the 50 currently funded NPCR programs (**Attachment 4**). The NPCR-PEI instrument is not expected to change during the requested three-year clearance period.

B5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

Both CDC and the contracting staff will serve as statistical consultants for the project and will analyze data collected through this project. Contracting staff will serve as the data collectors. This staff includes a director to oversee the development and release of the PEI to respondents as well as a data analyst to ensure the integrity of the data collection and analysis.