

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0990-0379)

TITLE OF INFORMATION COLLECTION:

Interviews for HHS Office of Population Affairs Adolescent Health National Strategic Plan and Research Agenda

PURPOSE:

The Office of Population Affairs (OPA) at the U.S. Department of Health and Human Services (HHS) is requesting permission to conduct up to 20 in-depth interviews to gather stakeholder perspectives and insights that will be used to aid the development of a national strategic plan and research agenda on adolescent health to increase the well-being of adolescents nationwide. This plan – the first plan of its kind – will impact adolescent populations, adolescent health organizations, providers, and related systems nationwide. This plan strives to address factors related to equity, access, and organizational capacity. Given the broad reach and influence, OPA wants the strategic plan and research agenda to be stakeholder driven. This framing acknowledges the diverse and intersectional experiences of the youth populations served by stakeholder organizations and professionals, and increases stakeholder support, buy-in and ownership of the strategy and research agenda. Thus, input from young people, youth-serving professionals, practitioners, experts, advocates, and researchers is vital to the successful development of a robust national strategic plan and research agenda.

DESCRIPTION OF RESPONDENTS:

Respondents for the interviews represent a cross-section of expert practitioners, researchers and advocates that work with adolescents, provide care, or conduct research in the areas of adolescent health and well-being. They represent intersections of health promotion, health service delivery and financing systems, adolescent development, systems of care and clinical practice, responses to adverse experiences (e.g., suicide prevention and crisis intervention), and parent and teen communication, among others. There will be a total of 20 participants in individual, one-on-one, in-depth interviews.

TYPE OF COLLECTION: (Check one)

- | | |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Groups | <input checked="" type="checkbox"/> Other: <u>Interviews</u> |

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: Jessica Swafford Marcella

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 N/A
3. If Applicable, has a System or Records Notice been published? Yes No N/A

Gifts or Payments:

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

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Interviews	20	1 hour each	20 hours
Totals	20	1 hour each	20 hours

FEDERAL COST: The estimated annual cost to the Federal government for Federal Staff is \$536.50.

Federal Staff: For cost calculations, we estimate up to 0 hours of time for a GS-14, Step 7. These hours account for OPA staff to provide oversight to the contractor.

Contractor Staff: The contractor is responsible for organizing and conducting the interviews and analyzing the results. For the contractor, we estimate 2 contractor staff per interview (one interviewer and one note taker), allocating a total of 115 person hours to: prepare for the interviews (1 hour per session), conduct the interviews (2 hours per session), analyze results (2 hours per session), and contribute to a final report of findings (15 hours overall)

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?

Sampling Plan. OPA wants to understand the current state, experiences, and needs of organizations and professionals working in adolescent health and well-being to inform a national strategic plan that better supports their efforts. To meet this goal twenty (20) in-depth qualitative interviews will be conducted to collect data to better understand stakeholder perspectives. It is OPA's intent to ensure the experts and professionals serve a wide cross-section of the adolescent population, including those who are marginalized and typically underrepresented.

Participants will include a balanced mix of experts and professionals in various areas of adolescent health. Participants were identified based on their unique knowledge of adolescent health and understanding of the population being served. The creation of the participant list was informed by: (1) reviewing an initial stakeholder list assembled utilizing recommendations from OPA leadership and referrals from adolescent health experts; and (2) conducting general research to identify and fill gaps to include experts who are practitioners, providers, researchers, and advocates for different groups of adolescents, and different aspects of their health and wellbeing.

Participants were selected for their deep knowledge and expertise to inform the development of the strategic plan and research agenda. The selection reflects a wide variety of participants who can speak about adolescent health from their various lenses, thus providing a balance of viewpoints and perspectives. Many of them are experts in their respective fields.

Table 1. Adolescent Health Area/Domains

Domain / Area Relevant to Adolescent Health
Academic adolescent experts
Brain development experts
Mental health experts
Sexual health experts
Sexual education experts
Community-based advocates and professionals
Experts and professionals from community-based organizations
Experts and professionals from organizations focused on typically underrepresented youth, including the following: <ul style="list-style-type: none">• Black, indigenous and people of color (BIPOC)• Immigrant youth• Lesbian, gay, bi-sexual, transgender, queer, (questioning), intersex, asexual, and (agender) (LGBTIA+) youth• Youth with adverse experiences, such as foster care, violence, homelessness, poverty, substance use, and addiction• Youth with disabilities

Administration of the Instrument

1. How will you collect the information? (Check all that apply)
 - Web-based or other forms of social media (e.g., WebEx)
 - Telephone
 - In-person
 - Mail
 - Other, Explain
2. Will interviewers or facilitators be used? Yes No

Please make sure that all instruments, instructions, and scripts are submitted with the request.

Note from OPA: Please see attached list of questions for the interviews