

2022 NIH Extramural Staff Training Survey

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**Public reporting burden for this collection of information is estimated to average 10 minutes to complete the survey, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to,** **a collection of information unless it displays a current valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to NIH Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-0648). Do not return the completed form to this address.**

2022 NIH Extramural Staff Training Survey

## 1. Which business area(s) do you work in?

Program Review Grants

Extramural Activities Information Technology

Contracts/Acquisitions Policy/Planning Legal/Regulatory Medical Officer Committee Management

Other (please specify)

## 2. What is/are your NIH Role(s)?

Scientific Program Director Branch Chief

Grant Official Review Official Program Official

Grants Management Specialist Health Program Specialist Program Analyst/Specialist

Health Science Policy Analyst/Officer Medical Officer

Contract Officer/Specialist Information Technologist Support staff

Other (please specify)

## 3. What is your NIH Job Series?

 **0301**

 **0303**

 **0343**

 **0401**

 **403**

 **0601**

 **0602**

Other (please specify)

 **0603**

 **610**

 **1102**

 **1109**

 Title 42  Contractor Not sure

## 4. Are you certified as a FAC-COR (Federal Acquisition Certification for Contracting Officer's Representatives)?

## Yes

## No

 **5. Which IC/Office do you work for?**

|  |  |  |
| --- | --- | --- |
| * OD
 | * NICHD
 | * NINR
 |
| * NCI
 | * NIDCD
 | * NLM
 |
| * NEI
 | * NIDDK
 | * CC
 |
| * NHLBI
 | * NIDA
 | * CIT
 |
| * NHGRI
 | * NIEHS
 | * CSR
 |
| * NIA
 | * NIGMS
 | * FIC
 |
| * NIAAA
 | * NIMH
 | * NCATS
 |
| * NIAID
 | * NIMHD
 | * NCCIH
 |
| * NIAMS
 | * NINDS
 |  |
| * NIBIB
 | * NIDDK
 |  |
| * Other (please specify)
 | * NIDA
 |  |

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**6. Please indicate your employment history.**

Less than 1 year 1 to 2 years 2 to 5 years 5 to 10 years

More than 10

years N/A

**Years of federal employment:**

Total years at NIH:      

**Years in the Extramural Program:**

Years in your current position:

##  7. In the calendar year 2021, did you take any training at NIH for professional development, or related to your position roles and responsibilities? (Please do not include required/mandatory training such as Ethics, Sexual Harassment, or Computer Security.)

* **Yes**
* **No**
* **I do not recall**

## 8. Please select all the NIH ICs/Offices whose training you took in the calendar year 2021.

NIH Training Center (NIHTC) National Library of Medicine (NLM)

Center for Information Technology (CIT)

OER-electronic Research Administration (eRA) training Scientific Review Training Classes

Grants Management University (GMU)

Scientific Program and Review Interest Group (SPRIG) OER-Extramural Staff Training Office (ESTO)

OER-Office of Laboratory Animal Welfare (OLAW) Office of Portfolio Analysis (OPA)

OER-Office of Policy for Extramural Research Administration (OPERA)

Federal Acquisition Institute Training Application System (FAITAS)

Program Review Extramural Staff Training Office (PRESTO)

I do not recall the other training providers. I do not recall.

Other (please specify)

## 9. If you were looking for training on the following topics, which ones would you expect the OER-Extramural Staff Training Office (ESTO) to provide? (Please select all that apply.)

New Policies New Procedures

Conflict Resolution How to Reduce Risks Negotiations

QVR System training Project Management Ethics Training Computer Security

I am not familiar with the training offered by the OER- Extramural Staff Training Office (ESTO).

## 10. Please indicate if you have participated in any the following Office of Extramural Research (OER) training in 2021.

Integrated Core Curriculum (any or all parts 1-6)

Basic Reporting Tools for Extramural Staff (iRePORT, QVR, and RePORTER)

Review Integrity

Research Integrity

I do not recall any of the course titles.

I did not take any Office of Extramural Research (OER) training in 2021.

## 11. If you took any Office of Extramural Research (OER) online courses or webinars, did you experience any difficulties or issues? (Please select all that apply.)

508 Compliance Issues

Font size too big or too small

Problems with audio Problems with video

Other (please describe)

## 12. If you did not participate in any Office of Extramural Research (OER) training for professional development or related to your position roles and responsibilities, please let us know why not. (Please select all that apply.)

I took course(s) in a previous year. I did not need training last year.

I am not familiar with the training offered by the Office of Extramural Research (OER).

I did not see anything relevant. I took training outside of NIH.

I took training offered by my IC/Office or from another NIH IC/Office.

My supervisor was not supportive.

The training session I wanted to attend was full. Training was held at an inconvenient location. Training was held at an inconvenient date or time. My organization had no training funds.

Other (please specify)

## 13. Do you need additional training on any of the following topics to better perform your job?

No training need Low training need

Moderate training

need High training need Not applicable

**Policies & Procedures**

NIH Electronic Resources

**Portfolio Analysis**

Communicating Effectively

**Project Management**

Leadership

Please describe what other training would help you perform your job better.

## 14. What follow-up medium(s) would you prefer to use for reinforcing or enhancing skills you have recently learned in a training class? (Please select all that apply.)

Additional online courses

Email reminder to class participants about additional training opportunities

Job aids or User Manuals from the course

On-demand videos

Online discussions with other learners Instructor check-in post course completion

Other (please specify)

##  15. How would you prefer to receive training? (Please select all that apply.)

Instructor-Led (in-person) training eLearning or Web-based Mentored learning

Desk-side/Coaching Smartphone App Simulation/Role plays

Webinar Discussion Groups

On-demand video access Group Projects

Case Studies

Combination of in-person and online

## What is your preferred length for a training session?

No preference 1-2 hours

2-4 hours

 **4-8 hours**

Multi-day sessions

## If you did not attend ALL the training you wanted last year, what were the factors that limited you? (Please select all that apply.)

I took training in previous years.

The training offered was not relevant.

The training offered was not specific enough to my IC/Office.

I took training outside of NIH.

My supervisor/manager did not support some or all of my training requests.

The training session(s) I wanted were full. Training was held at inconvenient locations. Training was held at inconvenient dates or times. Lack of time for training.

Lack of funds for training.

Other (please specify)

## What improvements can the Office of Extramural Research (OER) make to their training activities or programs that would help you be more effective/productive at your work?