

**Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB#: 0925-0648 Exp., date: 06/2024)**

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**TITLE OF INFORMATION COLLECTION:** Collection of Participant Feedback for the *virtual* Mary Frances Picciano Dietary Supplement Research Practicum (DSRP) on May 22–24, 2023

**PURPOSE:**

The Office of Dietary Supplements (ODS) at the National Institutes of Health (NIH) is offering its annual three-day *virtual* educational to provide fundamental knowledge of dietary supplements to faculty, students, and practitioners with a serious interest in this subject. This intensive practicum will provide a thorough overview and grounding about issues, concepts, unknowns, and controversies about dietary supplements and supplement ingredients. It will also emphasize the importance of scientific investigations to assess the efficacy, safety, and value of these products for health promotion and disease prevention as well as how to carry out this type of research. To best inform future Practicum planning (selection of topics and speakers, virtual platform, duration), ODS plans to ask attendees for their feedback on the clarity and value of each session, as well as the value and quality of the whole practicum experience. Responses will be assessed to plan and inform efforts to improve or maintain future Dietary Supplement Research Practicum’s, which are offered to the public.

**DESCRIPTION OF RESPONDENTS:**

The respondents to the customer feedback survey will only include attendees of the practicum. The practicum is open to everyone, but we do reach out and advertise heavily to faculty, students, and practitioners in health-related disciplines such as nutrition, food science, pharmacology and pharmacognosy, exercise/kinetics, medicine, dentistry, nursing, and complementary and alternative medicine. Based on the number of people who attended in 2021 and 2022 we can estimate the numbers for this year. In 2021, 614 people attended and in 2022, 693 people attended at some point during the 3-day virtual event. At least half of the participants in the past 2 years included full-time academic faculty, research practitioners, master’s and doctoral students, postdocs, research fellows, undergraduate level students; 25% were healthcare providers and the remaining were from the Federal government, dietary supplement industry, and other private industry. We anticipate about 700 participants this year and about 10% (similar to the previous 2 years) government employees (70 people). This OMB submission focuses only on the non-government attendees.

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

- |  |  |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form          | <input checked="" 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 Group                                   | <input type="checkbox"/> Other: _____                            |

**FREQUENCY OF REPORTING:** (Check one)

- Once       Quarterly  
 Monthly     On Occasion  
 Annually    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: Jaime Gahche

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	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
Private Sector (not-for-profit) <sup>1</sup>	378	1	5/60	32
Private Sector (for profit) <sup>2</sup>	352	1	5/60	29
<b>Totals</b>		730		<b>61</b>

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Private Sector (not-for-profit) <sup>1</sup>	32	\$ 38.81/hr	\$ 1,241.92

Private Sector (for profit) <sup>2</sup>	29	\$ 43.80/hr	\$ 1,270.20
<b>Totals</b>	<b>61</b>		<b>\$ 2,510.24</b>

\*Cite source per bls.gov if applicable -

1 <https://www.bls.gov/oes/current/oes190000.htm> | The mean hourly wage was used to estimate burden

2 <https://www.bls.gov/oes/current/oes290000.htm> | The mean hourly wage was used to estimate burden

Note: Assuming 70 will be from the federal government who will attending the conference and it is within the purview of their duties. |

**FEDERAL COST:** The estimated annual cost to the Federal government is  
2,791.25

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
<b>Federal Oversight</b>					
Epidemiologist	14/6	\$154,428.00	0.48%		\$ 741.25
<b>Contractor Cost</b>					
Website Developer		\$ 108.00/hr	10 hours		\$ 1,080.00
Analysis		\$ 97.00/hr	10 hours		\$ 970.00
Other Cost					
<b>Total</b>					<b>\$2,791.25</b>

\* the Salary in table above is cited from <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/23Tables/html/DCB.aspx>

**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?

[X ] 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?

**Universe of Respondents**

All participants of the Mary Frances Picciano Dietary Supplement Research Practicum, held virtually May 22-24, will be asked to provide feedback on the clarity and value of each session,

as well as the value and quality of the whole practicum experience. Thus, there is no sampling involved.

**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

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