SUPPORTING STATEMENT – PART B

Assessing the Implementation and Effectiveness of DOD’s Lethal Means Safety (LMS) Outreach Materials – Army LMS Toolkit Key Personnel Baseline and Follow-up Interviews – OMB Control Number 0704-XXXX

B.  COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

If the collection of information employs statistical methods, the following information should be provided in this Supporting Statement:

1.  Description of the Activity

Describe the potential respondent universe and any sampling or other method used to select respondents.  Data on the number of entities covered in the collection should be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample.  Indicate the expected response rates for the collection as a whole, as well as the actual response rates achieved during the last collection, if previously conducted.

This is a new data collection intended to inform the development and shaping of LMS programs and outreach efforts for participating Services and Components (i.e., Air Force, Army, Navy, Marine Corps, and SOCOM). This package covers the evaluation activities specific to the Army. Four other separate packages are being submitted at the same time as this package to cover the evaluation activities specific to each of the other four participating Services and Components (i.e., Air Force, Navy, Marine Corps, and SOCOM).

There will be no sampling methods employed in the collection of the Army LMS Toolkit Key Personnel Baseline and Follow-up Interview data included in this study. Respondents will be nominated by the study’s designated Army points of contact (POCs) from the eligible population. Eligible respondents include individuals who voluntarily choose to participate in interviews and are in Army billets/positions (active duty and civilian) working on issues related to LMS and the Army’s suicide prevention programs, activities, and tasks. Follow-up interviews will be conducted approximately one year after the baseline interviews with interview respondents who agree to also participate in the follow-up interviews. Eligible respondents for the Army LMS Toolkit Key Personnel Baseline and Follow-up Interviews include:

* Army organization or unit leadership
* Behavioral/mental health providers
* Chaplains
* Integrated – Prevention Advisory Group (I-PAG)
* Law enforcement (Office of Provost Marshal General (OPMG))
* Safety Manager / Safety Personnel
* Suicide Prevention Coordinators (SPCs) or Program Managers (SPPMs)

The CNA study team will email the potential interview respondents to provide information about the study and to request to schedule an interview. The CNA study team will send a reminder email/calendar invite to the those who agree to participate in an interview. The expected number of Army KI interview participants is 25.

2.  Procedures for the Collection of Information

Describe any of the following if they are used in the collection of information:

Statistical methodologies for stratification and sample selection;

We are not stratifying the sample for collection of information.

b.  Estimation procedures;

We do not plan on employing estimation procedures.

c.  Degree of accuracy needed for the Purpose discussed in the justification;

No estimation procedures are being used.

d.  Unusual problems requiring specialized sampling procedures; and

There are no unusual problems requiring specialized sampling procedures.

e.  Use of periodic or cyclical data collections to reduce respondent burden.

The expectation is that the KI interviews will be administered on occasion, less than yearly. The exact time interval of Army LMS Toolkit Key Personnel Baseline and Follow-up Interview data collections will depend on the time necessary for the Army to produce new LMS messaging, training, and resources. The Army will need periodic assessments to determine if their newly developed messaging, training, and materials are meeting the needs of the current population.

3.  Maximization of Response Rates, Non-response, and Reliability

Discuss methods used to maximize response rates and to deal with instances of non-response.  Describe any techniques used to ensure the accuracy and reliability of responses is adequate for intended purposes.  Additionally, if the collection is based on sampling, ensure that the data can be generalized to the universe under study.  If not, provide special justification.

Army KI interview respondents will be nominated by the study’s designated Army POCs from the eligible population. The CNA study team will email potential interview respondents to provide information about the study and to request to schedule an interview. The CNA study team will also send a reminder email/calendar invite to the those who agree to participate in an interview. In cases where there is a lack of responses from specific individuals, we will request that our designated Army POCs nominate other eligible individuals that CNA will then contact to request interviews.

4.  Tests of Procedures

Describe any tests of procedures or methods to be undertaken.  Testing of potential respondents (9 or fewer) is encouraged as a means of refining proposed collections to reduce respondent burden, as well as to improve the collection instrument utility.  These tests check for internal consistency and the effectiveness of previous similar collection activities.

N/A

5.  Statistical Consultation and Information Analysis

a. Provide names and telephone number of individual(s) consulted on statistical aspects of the design.

There was no consultation on the study design outside of the CNA team, the Army study team, and DSPO.

b. Provide name and organization of person(s) who will actually collect and analyze the collected information.

Linda Pikulin, CNA, will be the lead analyst responsible for developing the Qualtrics data collection instrument and analyzing data.