



U.S. Department of  
Health and Human Services  
Centers for Disease  
Control and Prevention

Print Date: 11/6/23

**Title:** 2023 Epidemiology and Laboratory Workforce Branch (ELWB) Alumni Survey

**Project Id:** 0900f3eb821ca395

**Accession #:** PHIC-EWBG4-7/27/23-ca395

**Project Contact:** Caitlin McColloch

**Organization:** PHIC/DWD/EWBG4

**Status:** **Project In Progress**

**Intended Use:** **Project Determination**

**Estimated Start Date:** 09/07/2023

**Estimated Completion Date:** 09/30/2023

**CDC/ATSDR HRPO/IRB Protocol #:**

**OMB Control #:** 0920-1163

## Determinations

Determination	Justification	Completed	Entered By & Role
HSC: Does NOT Require HRPO Review	Not Research / Other <i>45 CFR 46.102(1)</i> Program Evaluation	8/25/23	Macaluso_Renita (arp5) CIO HSC
PRA:			

PRA Applies		8/25/23	Macaluso_Renita (arp5) OMB/PRA
ICRO: PRA Applies	OMB Approval date: 2/10/23 OMB Expiration date: 2/28/26	8/25/23	Zirger_Jeffrey (wtj5) ICRO Reviewer

## Description & Funding

### Description

**Priority:** Standard

**Determination Start Date:** 08/17/23

**Description:** In 2019, the division's Matrix Evaluation Team (MET), with ELWB program input, designed alumni surveys for ELWB programs Epidemic Intelligence Service (EIS), Laboratory Leadership Service (LLS), Epidemiology Elective Program (EEP), and Science Ambassador Fellowship (SAF). These surveys were OMB approved, but never launched. The Division of Workforce Development (DWD) is now interested in reviving, updating, and piloting the surveys. The survey will be sent to alumni 1-, 3-, and 5-year post graduation (classes of 2020, 2018, and 2016). Each program will have two or three separate surveys with questions specific for each survey distribution cycle (there will be no 1-year SAF alumni survey due to COVID-19 affecting SAF class of 2020 participation).

**IMS/CIO/Epi-Aid/Lab-Aid/Chemical Exposure Submission:** No

**IMS Activation Name:** Not selected

**Primary Priority of the Project:** Not selected

**Secondary Priority(s) of the Project:** Not selected

**Task Force Associated with the Response:** Not selected

**CIO Emergency Response Name:** Not selected

**Epi-Aid Name:** Not selected

**Lab-Aid Name:** Not selected

**Assessment of Chemical Exposure Name:** Not selected

**Goals/Purpose** To improve the public health workforce.

**Objective:** To answer the following evaluation questions: 1. What kinds of positions do alumni take after the fellowship/program? a. In what settings are post-fellowship positions? b. To what extent/how are alumni advancing in their careers? c. To what extent do alumni serve as public health leaders? d. How are the positions alumni take after the fellowship similar or different across race, ethnicity, gender, and age? 2. To what extent does the fellowship/program prepare alumni for post-fellowship roles? a. To what extent are alumni using the fellowship/program competencies? b. What competencies were not addressed during the fellowship/program that are needed in current roles? 3. To what extent are alumni engaged in the fellowship/program? a. How are alumni engaged in serving as mentors or supervisors to current fellows/students? \*\* Not relevant to SAF \*\*Not relevant to EEP

<b>Does your project measure health disparities among populations/groups experiencing social, economic, geographic, and/or environmental disadvantages?:</b>	No
<b>Does your project investigate underlying contributors to health inequities among populations /groups experiencing social, economic, geographic, and/or environmental disadvantages?:</b>	No
<b>Does your project propose, implement, or evaluate an action to move towards eliminating health inequities?:</b>	No
<b>Activities or Tasks:</b>	New Collection of Information, Data, or Biospecimens
<b>Target Populations to be Included/Represented:</b>	Other - ELWB program alumni (specifically EIS, LLS, EEP, and SAF alumni)
<b>Tags/Keywords:</b>	Program Evaluation
<b>CDC's Role:</b>	Activity originated and designed by CDC staff, or conducted at the specific request of CDC, or CDC staff will approve study design and data collection as a condition of any funding provided ; CDC is the sole institution conducting activity
<b>Method Categories:</b>	Survey
<b>Methods:</b>	Online surveys will be sent to EIS, EEP, LLS, and SAF alumni for whom the programs have current email addresses. Each program will have its own unique survey. The surveys will be administered in SurveyMonkey. The survey will be sent to approximately 203 EIS alumni, 140 EEP alumni, 17 LLS alumni, and 59 SAF alumni in total.
<b>Collection of Info, Data or Biospecimen:</b>	The survey will be managed in SurveyMonkey. All EIS, LLS, EEP, and SAF alumni for whom we have current email addresses will be asked to complete a web-based survey that includes both open and closed-ended questions. Email addresses will be provided by the programs. We will conduct an internet search for missing email addresses. Email invitations and reminder emails will be sent from the ELWBeval@cdc.gov inbox and directly from the SurveyMonkey platform. Data will be exported from SurveyMonkey and stored on a CDC-secured location. PII, including name and personal email addresses, will NOT be collected in the survey.
<b>Expected Use of Findings/Results and their impact:</b>	Data will be used by ELWB and Division of Workforce Development (DWD) staff to monitor program outcomes related to alumni. DWD will also use the data to guide alumni survey development and implementation of other DWD branch alumni surveys in the future.
<b>Could Individuals potentially be identified based on Information Collected?</b>	Yes
<b>Will PII be captured (including coded data)?</b>	No
<b>Is this project covered by an Assurance of Confidentiality?</b>	No
<b>Does this activity meet the criteria for a Certificate of Confidentiality (CoC)?</b>	Yes
<b>Has the required language for the Certificate of Confidentiality been incorporated into the Protocol and/or Consent Form?</b>	Yes

Is there a formal written agreement prohibiting the release of identifiers? No

## Funding

Funding yet to be added .....

## HSC Review

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### HSC Attributes

Program Evaluation Yes

## Regulation and Policy

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Do you anticipate this project will need IRB review by the CDC IRB, NIOSH IRB, or through reliance on an external IRB? No

Estimated number of study participants

Population - Children

Protocol Page #:

Population - Minors

Protocol Page #:

Population - Prisoners

Protocol Page #:

Population - Pregnant Women

Protocol Page #:

Population - Emancipated Minors

Protocol Page #:

Suggested level of risk to subjects

Do you anticipate this project will be exempt

research or non-exempt research

### **Requested consent process wavers**

Informed consent for adults	No Selection
Children capable of providing assent	No Selection
Parental permission	No Selection
Alteration of authorization under HIPPA Privacy Rule	No Selection

### **Requested Waivers of Documentation of Informed Consent**

Informed consent for adults	No Selection
Children capable of providing assent	No Selection
Parental permission	No Selection

### **Consent process shown in an understandable language**

Reading level has been estimated	No Selection
Comprehension tool is provided	No Selection
Short form is provided	No Selection
Translation planned or performed	No Selection
Certified translation / translator	No Selection
Translation and back-translation to/from target language(s)	No Selection
Other method	No Selection

### **Clinical Trial**

Involves human participants	No Selection
Assigned to an intervention	No Selection
Evaluate the effect of the intervention	No Selection
Evaluation of a health related biomedical or behavioral outcome	No Selection
Registerable clinical trial	No Selection

## Other Considerations

Exception is requested to PHS informing those bested about HIV serostatus	No Selection
Human genetic testing is planned now or in the future	No Selection
Involves long-term storage of identifiable biological specimens	No Selection
Involves a drug, biologic, or device	No Selection
Conducted under an Investigational New Drug exemption or Investigational Device Exemption	No Selection

## Institutions & Staff

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### Institutions

Institutions yet to be added .....

### Staff

Staff Member	SIQT Exp. Date	CITI Biomedical Exp. Date	CITI Social & Behavioral Exp. Date	CITI Good Clinical Practice Exp. Date	Staff Role	Email	Phone	Organization
Byron Robinson	08/01/2026		12/31/2021		Program Lead	wcn8@cdc.gov	404-498-6508	EWB GROUP 8
Caitlin McColloch	06/28/2026				Co-Investigator	oqo4@cdc.gov	469-406-6397	EWB GROUP 4
Jasmine Gaillard	03/03/2026				Co-Investigator	omr7@cdc.gov	770-488-0555	EWB GROUP 4
Meagan Davis	06/27/2026				Co-Investigator	yly5@cdc.gov	404-498-6311	EWB GROUP 4
Sarina Juma	08/02/2026				Co-Investigator	msj0@cdc.gov	404-498-3065	EWB GROUP 4

## Data

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### DMP

**Proposed Data Collection Start Date:** 9/20/23  
**Proposed Data Collection End Date:** 10/20/23  
**Proposed Public Access Level:** Non-Public

*Non-Public Details:*

**Reason For Not Releasing Data:** Other - Data are for internal program improvement purposes.  
**Public Access Justification:** Data are not generalizable or useful for people outside of the program.  
**How Access Will Be Provided for Data:** Not applicable  
**Plans for Archival and Long Term Preservation:**

### Spatiality

Spatiality (Geographic Locations) yet to be added .....

### Dataset

Dataset Title	Dataset Description	Data Publisher /Owner	Public Access Level	Public Access Justification	External Access URL	Download URL	Type of Data Released	Collection Start Date	Collection End Date
Dataset yet to be added...									

### Supporting Info

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Current	CDC Staff	Date Added	Description	Supporting Info Type	Supporting Info
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	Member and Role				
	Zirger_Jeffrey (wtj5) ICRO Reviewer	08/25/2023	NOA 0920-1163 (2023)	Notice of Action	NOA 0920-1163_2023.pdf



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