Project Determination

# **Laboratory Training Activity - eLearning Course Evaluation Survey**

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| **Project ID:** | 0900f3eb82227871 |
| **Accession #:** | -OLSS-9/26/23-27871 |
| **Project Contact:** | Marinda Logan |
| **Organization:** | OLSS |
| **Status:** | Project In Progress |
| **Intended Use:** | Project Determination |
| **Estimated Start Date:** | 12/29/23 |
| **Estimated Completion Date:** | 12/30/33 |
| **CDC/ATSDR HRPO/IRB Protocol#:** |  |
| **OMB Control#:** | 0920-1050 |
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| --- |
| Description |
| Priority |
| Standard |
| Date Needed |
| 12/04/23 |
| Determination Start Date |
| 10/04/23 |
| Description |
| The Laboratory Training Activity (LTA) is responsible for the entirety of the CDC intramural laboratory training program in quality systems, laboratory safety, and Food and Drug Administration (FDA) regulatory affairs - a portfolio of enormous breadth, depth, and regulatory impact for the agency. Currently, the laboratory training catalogue consists of 33 courses; two of those courses are offered through CDC TRAIN. CDC TRAIN is an external system provided to state and local public health departments that allows access to CDC training. CDC visitors and non-laboratory staff use the CDC TRAIN platform and are offered two courses that provide general laboratory safety training to enter the laboratory for a short period of time. These courses are password protected. The eLearning Course Evaluation Survey was designed in SurveyMonkey, and key updates include revisions to the survey structure and questions. This survey is required for each course, and the survey has twenty-three questions that assesses the LTA&apos;s training program. |
| IMS/CIO/Epi-Aid/Lab-Aid/Chemical Exposure Submission |
| No |
| IMS Activation Name |
| Not selected |
| Select the primary priority of the project |
| Not selected |
| Select the secondary priority(s) of the project |
| Not selected |
| Select the 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 |
| The goal or purpose is to improve and strengthen training evaluation activities. |
| Objective |
| The objectives are to improve customer survey experience, strengthen data analysis, and increase the overall response rate by revising the survey structure and questions and requiring learners to complete the survey. |
| Does your project measure health disparities among populations/groups experiencing social, economic, geographic, and/or environmental disadvantages? |
| No |
| Does your project investigate underlying contributors to health inequities among populations/groups experiencing social, economic, geographic, and/or environmental disadvantages? |
| No |
| Does your project propose, implement, or evaluate an action to move towards eliminating health inequities? |
| No |
| Activities or Tasks |
| New Collection of Information, Data, or Biospecimens; Programmatic Work |
| Target Population to be Included/Represented |
| General US Population |
| Tags/Keywords |
| Training; eLearning; Survey; Laboratorian; Laboratory; Evaluation |
| CDC's Role |
| CDC is the sole institution conducting activity |
| Method Categories |
| Survey |
| Methods |
| The information will be collected for each eLearning training course using a survey via SurveyMonkey and CDC TRAIN. |
| Collection of Info, Data, or Bio specimens |
| The survey will be administered internally (CDC staff) and externally (CDC visitors and non-laboratory staff). CDC staff will complete the survey before a course completion certificate is generated. CDC visitors and non-laboratory staff use the CDC TRAIN platform and are offered two courses that provide general laboratory safety training to enter the laboratory for a short period of time. These courses are password protected. CDC visitors and non-laboratory staff will register for and complete the course. They will complete the survey before a course completion certificate is generated. |
| Expected Use of Findings/Results and their impact |
| The findings will be used to improve and strengthen training evaluation activities and improve training delivery for CDC’s laboratory workforce. |
| Could Individuals potentially be identified based on Information Collected? |
| No |

| ****Funding**** |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Funding Type | Funding Title | Funding # | Original Fiscal Year | # of Years of Award | Budget Amount |

| ****HSC Review**** |
| --- |
| HSC Attributes |
| Program Evaluation |
| Yes |
| Quality Assurance / Improvement |
| Yes |

| ****Regulation and Policy**** |
| --- |
| Do you anticipate this project will need IRB review by the CDC IRB, NIOSH IRB, or through reliance on an external IRB? |
| No |

| ****Institutions**** |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Institution | FWA # | FWA Exp. Date | IRB Title | IRB Exp. Date | Funding # |

| ****Staff**** |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Staff Member | SIQT Exp. Date | Citi Biomedical Exp. Date | Citi Social and Behavioral Exp. Date | Citi Good Clinical Exp. Date | Staff Role | Email | Phone # | Organization/  Institution |
| AngeliciaHughes | 09/27/2026 |  |  |  | Program Lead | zou6@cdc.gov | 404-718-6172 | OFFICE OF LABORATORY SCIENCE AND SAFETY |
| KAYILANBAKER | 12/10/2024 |  |  |  | Data Owner | nqb0@cdc.gov | 404-498-3334 | OFFICE OF LABORATORY SCIENCE AND SAFETY |
| MarindaLogan | 06/27/2026 |  |  |  | Data Owner | mwl8@cdc.gov | 404-639-7072 | OFFICE OF LABORATORY SCIENCE AND SAFETY |

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| ****DMP**** |  |
| ****Proposed Data Collection Start Date**** | **12/29/23** |
| ****Proposed Data Collection End Date**** | **12/30/33** |
| ****Proposed Public Access Level**** | **Public** |
| ****Public Access justification**** | **The data is collected anonymously, and the results will be reported in an aggregated summary format for OLSci and OLSS leadership. The data will be used for continual program improvement and to also report demographic trends among the CDC laboratory workforce.** |
| ****How Access Will Be Provided for Data**** | **Data collected and generated by this project will be housed on the OLSci shared drive. Access to survey data will be limited to authorized SurveyMonkey users and access to the OLSci shared drive will be password protected.** |
| ****Plans for archival and long-term preservation of the data**** |  |

| ****Spatiality (Geographic Location)**** |  |  |
| --- | --- | --- |
| Country | State/Province | County/Region |

| ****Determinations**** | | | |
| --- | --- | --- | --- |
| Determination | Justification | Completed | Entered By & Role |
| HSC:  Does NOT Require HRPO Review | Not Research / Other  *45 CFR 46.102(l)*  Program Evaluation Quality Assurance / Improvement | 10/20/23 | Chirila\_Robert (uno4) CIO HSC |
| PRA:  PRA Applies |  | 10/23/23 | Zirger\_Jeffrey (wtj5) OMB / PRA |
| ICRO:  PRA Applies | OMB Approval date: 06/28/22 OMB Expiration date: 06/30/25 | 10/24/23 | Zirger\_Jeffrey (wtj5) ICRO Reviewer |