Project Determination

# **Laboratory Training Facility (LTF) Tours - Customer Feedback Survey**

|  |  |
| --- | --- |
| **Project ID:** | 0900f3eb82351fb4 |
| **Accession #:** | -OLSS-3/30/24-51fb4 |
| **Project Contact:** | Marinda Logan |
| **Organization:** | OLSS |
| **Status:** | Project In Progress |
| **Intended Use:** | Project Determination |
| **Estimated Start Date:** | 05/01/24 |
| **Estimated Completion Date:**  | 05/01/34 |
| **CDC/ATSDR HRPO/IRB Protocol#:**  |  |
| **OMB Control#:**  | 0920-1050 |
|  |  |

|  |
| --- |
| Description |
| Priority |
| Standard |
| Date Needed |
| 05/01/24 |
| Determination Start Date |
| 03/30/24 |
| Description |
| The Office of Laboratory Science (OLSci) Laboratory Training Activity (LTA) team within the Centers for Disease Control and Prevention (CDC) creates, delivers, and maintains laboratory trainings on topics such laboratory safety, biosecurity, and core laboratory skills and knowledge. The LTA also provides oversight and management of CDC’s first simulated High Containment Laboratory Training Facility (LTF). The LTF provides a laboratory classroom setting for training without the use of pathogens. Tours are also scheduled for visitors to walkthrough the BSL-2/-3 and BSL-4 suites. Visitors include CDC staff, external and partner organizations, international visitors, and US government officials. The tours detail the history of the LTF, use of equipment, demonstrations, and simulations. |
| 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 purpose of this customer feedback evaluation survey is to collect information from visitors on their tour of the Laboratory Training Facility to improve future tours. |
| Objective |
| The objective is to collect information from each visitor to enhance the quality of the tours (e.g., learning about the LTF, public health, and laboratory science). |
| 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 |
| Target Population to be Included/Represented |
| General US Population |
| Tags/Keywords |
| Laboratory, Training, Tours |
| CDC's Role |
| 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 |
| Method Categories |
| Survey |
| Methods |
| After each tour, a visitor will be able to access an evaluation survey using a Quick Response (QR) code posted at various locations throughout the LTF to provide general customer feedback on their visit. Clicking on the evaluation survey link via the QR code will open SurveyMonkey. |
| Collection of Info, Data, or Bio specimens |
| SurveyMonkey data collection tool |
| Expected Use of Findings/Results and their impact |
| The feedback received from visitors will be used by OLSci in aggregate only and the findings will be used to improve LTF tours. |
| 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 |

| Will you be working with an outside Organization or Institution? No |
| --- |

| ****Institutions**** |  |  |  |  |
| --- | --- | --- | --- | --- |
| Institution | FWA # | FWA Exp. Date | Funding | Funding Restriction Amount |

| Institution | Funding Restriction Percentage | Funding Restriction Reason | Funding Restriction has been lifted |
| --- | --- | --- | --- |

| Institution | Institution Role(s) | Institution Project Title | Institution Project Tracking # | Prime Institution |
| --- | --- | --- | --- | --- |

| Institution | Regulatory Coverage | IRB Review Status |
| --- | --- | --- |

| Institution | Registered IRB | IRB Registration Exp. Date | IRB Approval Status |
| --- | --- | --- | --- |

| Institution | IRB Approval Date | IRB Approval Exp. Date | Relying Institution IRB |
| --- | --- | --- | --- |

| ****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 |
| AaronVillarma | 07/24/2026 | 01/08/2022 |  |  | Program Lead | lvn4@cdc.gov | 404-718-5159 | OFFICE OF LABORATORY SCIENCE AND SAFETY |
| AngeliciaHughes | 09/27/2026 |  |  |  | Program Official | 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 |
| MarcusCollins | 08/23/2026 | 01/25/2022 |  |  | Program Lead | zio6@cdc.gov | 404-639-2968 | OFFICE OF LABORATORY SCIENCE AND SAFETY |
| MarindaLogan | 06/27/2026 |  |  |  | Data Owner | mwl8@cdc.gov | 404-639-7072 | OFFICE OF LABORATORY SCIENCE AND SAFETY |

|  |  |
| --- | --- |
| ****DMP**** |  |
| ****Proposed Data Collection Start Date**** | **05/01/24** |
| ****Proposed Data Collection End Date**** | **05/01/34** |
| ****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 Office of Laboratory Science and Safety (OLSS) leadership. The data will be used for continual improvement of Laboratory Training Facility Tours.** |
| ****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 EvaluationQuality Assurance / Improvement | 04/12/24 | Chirila\_Robert (uno4) CIO HSC |
| PRA: PRA Applies |  | 04/16/24 | Zirger\_Jeffrey (wtj5) OMB / PRA |
| ICRO: PRA Applies | OMB Approval date: 06/28/22 OMB Expiration date: 06/30/25 | 04/16/24 | Zirger\_Jeffrey (wtj5) ICRO Reviewer |