

## **Pretesting Questionnaires and Definitions Used to Classify Health Care Group Quarters**

### **Generic Information Collection Request Addendum**

**Request:** As indicated in the original OMB submission titled, “Pretesting Questionnaires and Definitions Used to Classify Health Care Group Quarters” and approved on April 16, 2023, we originally planned to contact administrators of group quarters (GQs) by telephone to invite them to participate in interviews. However, this approach resulted in only one completed interview because our contact information was out-of-date and it was difficult to identify new, appropriate contacts at targeted facilities. Thus, we are requesting approval for a change to our recruitment procedures. We now plan to contact GQ administrators via email. Although this new approach will likely encounter the same issue with out-of-date contacts as our initial telephone contacts, it will enable us to attempt more contacts with our available resources in order to obtain a sufficient number of completed interviews.

**Purpose:** The purpose of this project remains the same. Its purpose is to evaluate updated questionnaires and GQ type definitions for health-care related GQs through cognitive interviews. The results of the cognitive interviews will be used to inform revisions to the questionnaires and GQ type definitions.

**Population of Interest:** No change.

**Timeline:** The timeline for completing interviews has been extended to October 31, 2024.

**Language:** No change.

**Sample:** Our original plan was to conduct up to ten interviews with each of two different types of facilities: assisted living facilities, and hospitals. Thanks to the assistance provided by an advisory group representing assisted living facilities, we were able to complete five interviews with administrators from that type of GQ who are members of that association. We do not plan to conduct any further interviews with assisted living facility administrators. Thus, for the remainder of the project we will attempt to conduct interviews only with administrators at hospitals. We plan to conduct up to 10 interviews with hospital administrators.

**Recruitment:** We plan to contact GQ administrators via email. Up to two emails will be sent to each selected GQ. Participants scheduled for interviews will be sent a confirmation email and a separate calendar invitation with a link to participate using Microsoft Teams.

**Informed Consent:** No change.

**Burden hours:** The original request included the estimated burden for hospital administrators to participate in interviews. The additional burden is associated with an increased number of hospital administrators reading our email invitations. We estimate that we will need to contact to up to 15 GQ administrators in order to schedule one interview, and we will send up to two emails per case. We estimate that each email will take up to two minutes to read. Thus, the

total estimated participant burden for 150 hospital administrators to read two emails is 10 hours (150 administrators X 2 minutes X 2 emails = 600 minutes or 10 hours).

The original OMB request – approved April 16, 2023 – is enclosed as an attachment to this addendum (Enclosure 1 – GQ health care cognitive testing OMB request letter). The content of the emails is also attached (Enclosure 2 – GQ health care cognitive testing recruitment emails).

The contact person for questions regarding this request is listed below:

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