

SUPPORTING STATEMENT A

REQUEST FOR PAYMENT OF BOWEL AND BLADDER SERVICES

VA Form 10-314

OMB Control Number: 2900-0924

Summary:

- There is a decrease in the anticipated annual number of responses and burden hours based upon program data since the last PRA clearance.
- There are no revisions to the form other than required PRA updates.
- VA did not receive comments on the 60-day FRN.

A. JUSTIFICATION

1. Explain the circumstances that make the collection of information necessary. Identify legal or administrative requirements that necessitate the collection of information.

Legal authority for this information collection is found in 38 U.S.C., Chapter 17, for Veterans seeking health care services. Data collected may be used to establish, determine, and monitor eligibility to receive VA benefits and for authorizing and paying Non-VA healthcare services furnished to Veterans and beneficiaries.

VA Form 10-314 is required for caregivers to receive reimbursement for bowel and bladder care services. The form is used to list the dates and times the care was rendered to the Veteran and is then submitted monthly to VA to request payment for those services.

2. Indicate how, by whom, and for what purposes the information is to be used; indicate actual use the agency has made of the information received from current collection.

VA Form 10-314 will be used by individual providers/caregivers of bowel and bladder care to Veterans, who are certified through the VA's Spinal Cord Injuries and Disorders Program. The caregiver will list the dates and times that care was rendered to the Veteran and submit the form each month to VA for payment of services.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also, describe any consideration of using information technology to reduce burden.

The electronic availability of form 10-314 will decrease the administrative burden to the Individual Bowel and Bladder Provider by allowing immediate access to the form, eliminating the need for the veteran to request or obtain forms from VA. The form can be downloaded to the provider PC,

populated with the provider data and saved for future use. The fillable form auto computes provider times and will be the platform in which to launch an online submittable form, thereby eliminating the need for the provider to print, fax, or email their monthly invoice. The use of a standardized form will increase efficiencies in claims processing, resulting in increased accuracy and timeliness of payment to the Individual Bowel and Bladder Providers.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

This information collection is necessary for reimbursement for providers of bowel and bladder care for Veterans. It is not duplicative of other information collections at VHA for these services.

5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.

This form is intended for use by individual bowel and bladder care providers certified through the VA's Spinal Cord Injuries and Disorders Program. No small businesses or other small entities are impacted by this information collection.

6. Describe the consequences to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

VA would not be responsive to the needs of the patient and to the requirement to pay providers for bowel and bladder care services rendered to Veterans if information were collected less frequently.

7. Explain any special circumstances that would cause an information collection to be conducted more often than quarterly or require respondents to prepare written responses to a collection of information in fewer than 30 days after receipt of it; submit more than an original and two copies of any document; retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years; in connection with a statistical survey that is not designed to produce valid and reliable results that can be generalized to the universe of study and require the use of a statistical data classification that has not been reviewed and approved by OMB.

Providers of bowel and bladder care to Veterans are required to submit VA Form 10-314 every month for payment of services rendered on specified days of that month. This means that the information on VA Form 10-314 will be collected up to 12 times per year from each caregiver.

8. a. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the sponsor's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the sponsor in responses to these comments. Specifically address comments received on cost and hour burden.

A 60-Day Federal Register Notice (FRN) for the collection published on Wednesday, May 13, 2026. The 60-Day FRN citation is 91 FR 27136. VA did not receive public comments on the 60-day FRN.

A 30-Day Federal Register Notice for the collection published on Wednesday, August 5, 2026. The 30-Day FRN citation is 91 FR 50606.

b. Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, clarity of instructions and recordkeeping, disclosure or reporting format, and on the data elements to be recorded, disclosed or reported. Explain any circumstances which preclude consultation every three years with representatives of those from whom information is to be obtained.

Outside consultation is conducted with the public through the 60- and 30-day Federal Register notices.

9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

No payment or gift is provided to respondents.

10. Describe any assurance of privacy, to the extent permitted by law, provided to respondents and the basis for the assurance in statute, regulation, or agency policy.

Information on these forms is collected in accordance with the System of Records Notice 23VA10NB3 Non-VA Care (Fee) Records-VA (FR: July 30, 2015) and in accordance with the System of Records Notices 186VA10D Community Care (CC) Provider Profile Management System (PPMS)-VA (FR: January 25, 2021) and 54VA10NB3, Veterans and Beneficiaries Purchased Care Community Health Care Claims, Correspondence, Eligibility, Inquiry and Payment Files --VA (FR: Tuesday March 3, 2015).

Invoices are not filed in the veteran medical record.

11. Provide additional justification for any questions of a sensitive nature (Information that, with a reasonable degree of medical certainty, is likely to have a serious adverse effect on an individual's mental or physical health if revealed to him or her), such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private; include specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

There are no questions of a sensitive nature.

12. Estimate of the hour burden of the collection of information:

- a. The annual number of respondents, frequency of responses, annual hour burden, and explanation for each form are reported as follows:**

Total Number of Responses: **37,200**

Total Number of Burden Hours: **6,200 hours**

VA Form	No. of respondents	x No. of responses (in 12 months)	x No. of minutes	÷ by 60 =	Number of Burden Hours
10-314 -- Request for Reimbursement	3,100	12 (=37,200)	10 min		6,200 hrs
Total	3,100	37,200	372,000		6,200 hours

- b. If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens in Item 13.**

This request covers only one form.

- c. Provide estimates of annual cost to respondents for the hour burdens for collections of information. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included in Item 14.**

VA cannot make exact determinations about the hourly compensation rate of respondents because of the variability of regional residence and locality pay factors. However, caregivers are paid at the equivalent of GS5 Step 5, with adjustments for region and locality. Therefore, VHA will use GS wage data to estimate the respondents' costs associated with completing the information collection.

The GS5 Step 5 pay scale varies by locality, with a high-end range of \$25.29-\$27.56 per hour, according to the latest available data. Therefore, VA will use an average hourly wage of \$26.43 to calculate the estimated cost for respondents.

Legally, respondents may not pay a person or business for assistance in completing the information collection. Therefore, there are no expected overhead costs for completing the information collection. VHA estimates the total cost to all respondents to be \$163,866.00 (6,200 burden hours x \$26.43 per hour).

13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden shown in Items 12 and 14).

- a. There are no capital, start-up, operation, or maintenance costs.
- b. Cost estimates are not expected to vary widely. The only cost is that for the time of the respondent.
- c. There is no anticipated recordkeeping burden beyond what is considered usual and customary.

14. Provide estimates of annual cost to the Federal Government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operation expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information. Agencies also may aggregate cost estimates from Items 12, 13, and 14 in a single table.

The estimated total annual cost to the Federal Government is: **\$400,830.00.**

Processing: 37,200 claims x 30 min. per claim = 18,600 hours

18,600 hrs x \$21.55/hr (GS6 Step 1) = \$400,830.00

15. Explain the reason for any burden hour changes or adjustments reported in items 13 or 14.

There is a decrease in the anticipated annual number of responses and burden hours based upon program data since the last PRA clearance.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

VA does not intend to publish this data.

17. If seeking approval to omit the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

VA will include the expiration date on the form.

18. Explain each exception to the certification statement identified in "Certification for Paperwork Reduction Act Submissions" of OMB 83-I.

There are no exceptions.