Introduction

The purpose of this document is to explain and show how the burden estimates in Table A12A were calculated.
The document includes six additonal tabs: **Defintions, Diseases, Data Elements, Diseases + Data Elements.**
Definitions: The Definitions tab includes defintions for concepts used throughout the document including respondent type, and form description.
Diseases: The Diseases Tab includes two tables. The first table shows the one-time burden to add four diseases to NNDSS and the second table shows the annualized one-time burden (one-time burden divided by three) to add four diseases to NNDSS.
Data Elements: The Data Elements Tab includes two tables. The first table shows the one time burden to add 78 data elements to NNDSS and the second table shows the annualized one time burden (one time burden divided by three) to add 78 data elements to NNDSS. The annualized burden of all respondents combined to add the 78 data elements is 180 hours. Of the 78 data elements, 75 are from a new condition under standardized surveillance. Therefore, 4% of the 180 burden hours are from conditions currently submitted through NNDSS.

Diseases + Data Elements: The Total Diseases + Data Elements Tab includes two tables. The first table shows the one-time burden to add 4 diseases and 78 data elemenst to NNDSS and the second table shows the annualized one-time burden (one time burden divided by three) to add 4 diseases and 78 data elements to NNDSS. The total annualized one-time burden (in hours) for each respondent type (States, Territories, Freely Associated States, Cities) corresponds to the each line on Table A12A for the one-time addition of diseases and data elements.

Item	Definition
Respondent Type	
States	50 states
Territories	American Samoa, Northern Mariana Islands, Guam, U.S. Virgin Islands, Puerto Rico
Freely Associated States	Micronesia, Marshall Islands, Palau
Cities	NYC, DC
Form Description	
Weekly Automated	Incudes the burden incurred by the respondent for sending case notification data to CDC on a weekly basis. Includes automated transmission through National Electronic Telecommunications System for Surveillance (NETSS) messages, Health Level 7 (HL7) electronic messages, or other means
Weekly Non-automated	Includes the burden incurred by the respondent for sending case counts to CDC on a weekly basis. Includes electronic non-automated transmission (aggregate data uploads, XML uploads, data entry) and non-electronic, non-automated transmission (aggregate email reports)
Weekly MMG Implementation	Includes the burden incurred by the respondents to implement the guidelines set forth in message mapping guides (MMGs) to standardize the data content needed for automated HL7 electronic case notification messages.
Annual	Includes the burden incurred by the respondent to reconcile the annual case counts and send the reconciled case notification data (automated or non-automated) once per year to CDC.
One time Addition of Diseases and Data Elements	Includes the one-time burden incurred by the respondents to add the data elements to their surveillance system and modify their case notification message. In general, a one-time average burden of 30 minutes is incurred for respondents to add up to 10 additional data elements to their surveillance system and a one-time average burden of 30 minutes is incurred for respondents to modify their electronic case notification message to accommodate up to 10 additional data elements. A one-time average burden of 15 minutes is incurred for respondents to incorporate data for one new disease/condition (with core only and no disease-specific date elements) into their electronic case notification message.

One Time Burden to Add 4 Diseases to NNDSS (Core data elements only)

Respondents	Number of Respondents	Number of Responses per Respondent	Average Burden Per Response (in hours): One-time Addition of All Diseases
States	50	1	60/60
Territories	5	1	60/60
Freely Associated States	3	1	60/60
Cities	2	1	60/60

Annualized One Time Burden to Add 4 Diseases to NNDSS (Core data elements only)

Respondents	Number of Respondents	Number of Responses per Respondent	Average Burden Per Response (in hours): Annualized One-time Addition of All Diseases
States	50	1	20/60
Territories	5	1	20/60
Freely Associated States	3	1	20/60
Cities	2	1	20/60
Total			

One-Time Burden to Add 78 Data Elements to NNDSS

Respondents	Number of Respondents	Number of Responses per Respondent	Average Burden Per Response (in hours): One-time Addition of 78 Data Elements
States	50	1	8
Territories	5	1	8
Freely Associated States	3	1	8
Cities	2	1	8
Total			

Annualized One-Time Burden to Add 78 Data Elements to NNDSS

Respondents	Number of Respondents	Number of Responses per Respondent	Average Burden Per Response (in hours): Annualized One-time Addition of 78 Data Elements
States	50	1	3
Territories	5	1	3
Freely Associated States	3	1	3
Cities	2	1	3
Total			

One Time Burden to Add 4 Diseases and 78 Data Elements to NNDSS

Respondents	Number of Respondents	Number of Responses per Respondent	Average Burden Per Response (in hours): One-time Addition of All Diseases and Data Elements	Total One-Time Burden (in hours)
States	50	1	60/60 + 8 = 9	450
Territories	5	1	60/60 + 8 =9	45
Freely Associated States	3	1	60/60 +8= 9	27
Cities	2	1	60/60 +8 =9	18
Total				540

Annualized One Time Burden to Add 4 Diseases and 78 Data Elements to NNDSS

Respondents	Number of Respondents	Number of Responses per Respondent	Average Burden Per Response (in hours): Annualized One-time Addition of All Diseases and Data Elements	Total Annualized One-Time Burden (in hours)
States	50	1	3	150
Territories	5	1	3	15
Freely Associated States	3	1	3	9
Cities	2	1	3	6
Total				180