

## **Collections of Information Employing Statistical Methods**

### **B1. Potential Respondent Universe and Sample Selection Method**

The eligible participants for this stakeholder survey include 62 Directors of state, local and territorial Public Health Emergency Preparedness (PHEP) Programs and 59 state, local and territorial epidemiologists.

### **B2. Information Collection Procedures**

Data will be collected using the SPSS® Data Collection web-based survey tool. SPSS® Data Collection is an IBM® product that is used to create and manage web-based surveys. Routing and skip logic can be incorporated into a survey built in SPSS® Data Collection, which helps improve flow and allows for higher completion rates.

The survey will be made accessible via the internet and each eligible participant has an equal probability of being a respondent in this evaluation. A response rate of at least 60 percent is expected. Disproportionate non-response is expected between PHEP directors and epidemiologists and will be accounted for in the analysis phase.

### **B3. Methods to Maximize Response Rates**

Case weights will be assigned in order to adjust for disproportionate sampling and for non-response bias. This is necessary in order to obtain unbiased estimates of the survey measures. The weight assigned to each respondent (the case weight) will be the product of the reciprocal the individuals' probability of selection (referred to as the disproportionate sampling or base weight) and an adjustment for non-response.

It is anticipated that approximately 40 percent of the eligible participants will not respond and that there will be differential non-response between the responders (currently employ a CEFO, employed a CEFO in the past, have never employed a CEFO). Non-response bias will be addressed through the construction of weighting class adjustments.

To encourage participation, CDC expects to follow-up with reminders via email.

### **B4. Test of Procedures**

The CEFO Stakeholder Satisfaction survey was pilot tested with a total of nine potential respondents (State Epidemiologists and PHEP Directors).

Statistical Analysis Plan  
CEFO Stakeholder Satisfaction Survey

B5. Statistical Consultation and Independent Review

CDC will obtain information from a statistician in the development, design, conduct and analysis of customer/partner service survey. This statistical expertise will be available from a contractor. If needed, CDC will arrange for technical assistance in statistics and survey design through the National Center for Health Statistics.

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