

Supporting Statement A

Customer Surveys Generic Clearance

for the

National Center for Health Statistics

Generic IC:

The NCHS Data Detective Camp

**OMB No. 0920-0729
(Expires May 31, 2017)**

Contact Information

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A. Justification

1. Circumstances Making the Collection of Information Necessary

On May 14, 2014, the National Center for Health Statistics (NCHS) received OMB approval for Customer Surveys Generic Clearance (OMB No. 0920-0729, EXPIRES 5/31/2017) to conduct voluntary surveys to assess strengths in agency products and services and to obtain feedback on the development, implementation, and satisfaction regarding public health services, products, communication campaigns and information.

Under this approval, OMB has agreed to expedite generic IC review of proposals for data collections and OMB will generally review such requests within ten business days.

The specific generic IC project for this clearance is to:

- Conduct the NCHS Data Detectives Camp for enrolled middle school-aged students inclusive of an application, registration, and evaluation process

2. Purpose and Use of Information Collection

NCHS places the highest priority on providing outreach and quality products and services to its customers. The proposed NCHS Data Detectives Camp is a summer STEM (science, technology, engineering and math) camp focusing on statistics for rising 6th, 7th, and 8th grade students. As noted in the Camp Brochure (Attachment A), this one-week commuter day camp is an exciting opportunity for boys and girls to learn about statistics through a variety of fun, hands-on activities.

Statistics and probability concepts are included in K-12 curriculum standards, in particular the Common Core State Standards (<http://www.corestandards.org/>). This camp will offer children an opportunity to learn new statistical concepts and reinforce concepts they have already learned through fun, hands-on group activities.

NCHS Data Detectives Camp activities will specifically cover statistical concepts developed during grades 6th through 8th and will teach kids to think like a Data Detective – asking the right question, collecting the needed information, analyzing the data, and determining the answer.

The information from Application and Recommendation Forms (Attachments B, C, and D) will be used to identify the Camp attendees. The information from the Registration Form (Attachment E) will be used to more clearly define and better serve the needs of the Camp attendees. The information from the Evaluation Forms (Attachments F, G, and H) will guide NCHS management in future program planning and implementation.

3. Use of Improved Information Technology and Burden Reduction

The NCHS Data Detective Camp Forms will employ information technology to collect and analyze information needed to determine those applicants who will be offered acceptance into the Camp. Applicants will submit their responses electronically; and these responses will be tallied electronically. Electronic collection will minimize the burden on camp applicants and facilitate the most rapid processing of application results. Paper forms will be made available upon request.

4. Efforts to Identify Duplication and Use of Similar Information

There are no current broad-based data available on customer interest or satisfaction with an NCHS Data Detective Camp, and this is a new activity for the Center. We are aware, however of a CDC Disease Detective Camp offered to high school-aged children.

5. Impact on Small Businesses or Other Small Entities

Small businesses will not be among the applicants to this Camp.

6. Consequences of Collecting the Information Less Frequently

The planned NCHS Data Detectives Camp is currently proposed as a one-time activity. It is understood that any potential future decisions to repeat this activity would require additional approval.

7. Special Circumstances Relating to the Guidelines of 5 CFR 1320.5

This request fully complies with the regulation 5 CFR 1320.5

8. Comments in Response to the Federal Register Notice and Efforts to Consult Outside Agency

a. Federal Register Notice

The 60-day notice for the ICR was published in the *Federal Register*, Vol. 78, No. 227, October 25, 2013, pp. 7030270302. One public comment was received and the standard CDC response was sent.

b. Consultation

Only internal consultation will be involved in this project.

9. Explanation of Any Payment or Gift to Respondents

This collection of information on the Camp-related forms does not involve any payment or gift to the applicants. Camp participants will receive free t-shirts.

10. Protection of the Privacy and Confidentiality of Information Provided by Respondents

It has been determined that the Privacy Act does apply because information will be collected in identifiable form and can retrieve the data by IIF data elements, such as name and date of birth. These data are covered under the Privacy Act System of Records 09-20-0169, Users of Health Statistics.

An assurance of confidentiality is provided to all applicants according to section 308 (d) of the Public Health Service Act (42 USC 242m) which states:

"No information, if an establishment or person supplying the information or described in it is identifiable, obtained in the course of activities undertaken or supported under section...306,...may be used for any purpose other than the purpose for which it was supplied unless such establishment or person has consented (as determined under regulations of the Secretary) to its use for such other purpose and (1) in the case of information obtained in the course of health statistical or epidemiological activities under section...306, such information may not be published or released in other form if the particular establishment or person supplying the information or described in it is identifiable unless such establishment or person has consented (as determined under regulations of the Secretary) to its publication or release in other form,..."

In keeping with NCHS policy, all staff, including contractors, who have access to confidential information are given instruction by NCHS staff on the requirement to protect confidentiality, and are required to sign a pledge to maintain confidentiality; only such authorized personnel are allowed access to confidential records, and only when their work requires it. When confidential information is not in use, it is stored in secure conditions.

11. Institutional Review Board (IRB) and Justification for Sensitive Questions

The NCHS Human Subjects Contact has determined that the NCHS Data Detectives Camp forms do not require their IRB review and approval (Attachment H).

No sensitive questions will be collected.

12. Estimates of Annualized Burden Hours and Costs

Based on similar educational camps offered to middle school-aged children in the Maryland/DC area, approximately 150 parents, children, and teachers are expected to participate in the Summer Camp Application Form. Parents will be invited to complete the parent portion of the web-based Application Form (Attachment B). Children will be invited to complete the attendee portion of the web-based Application Form (Attachment C). Teachers will be invited to complete a paper Recommendation Form (Attachment D).

Thirty (30) parents of the 30 accepted applicants will be further invited to complete the Registration Form (Attachment E).

The 30 camp attendees and their parents will be invited to complete their respective Evaluation Forms (Attachments F and G) after the end of the camp.

The breakdown of burden hours for each type of respondent is specified below in Table 1.

Table 1. Estimate of Annualized Burden Hours

Type of Respondent	Form Name	Number of Respondents	Number of responses/respondent	Average Burden/response (in hours)	Response Burden (in hours)
Interested Applicant - Parent	Parent Application Form	160	1	15/60	40
Interested Applicant - Child	Student Application Form	160	1	30/60	80
Applicants Teacher	Teacher Recommendation Form	160	1	30/60	80
Accepted Participant's Parent	Registration Form	30	1	30/60	15
Accepted Participant's Parent	Parent Evaluation Form	30	1	10/60	5
Accepted Participant	Student Evaluation Form	30	1	10/60	5
Total			225

13. Estimates of Other Total Annual Cost Burden to Respondents or Record Keepers

There are no additional costs to the respondents.

14. Annualized Cost to the Federal Government

The nominal cost for Survey Monkey is already included in an annual agency fee. It is expected that planning and conducting the Camp will cost NCHS about \$42,500.

15. Explanation for Program Changes or Adjustments

This is a generic IC. There are no program changes or adjustments.

16. Plans for Tabulation and Publication and Project Time Schedule

The information from the Summer Camp Application Form will be used to identify the Camp attendees. The information from the Summer Camp Registration Form will be used to more clearly define and better serve the needs of the Camp attendees. The information from the Summer Camp Evaluation Form will guide NCHS management in future program planning and implementation. All data collected from these forms will be for internal use only. No publications are planned.

The Summer Camp Application Form will be made available as soon as OMB clearance is received. The Summer Camp Registration Form will be made available before the start of the Camp. The Summer Camp Evaluation Forms will be made available after the end of the Camp.

17. Reason(s) Display of the OMB Expiration Date is Inappropriate

The display of the OMB expiration date is not inappropriate.

18. Exceptions to Certification for Paperwork Reduction Act Submissions

There are no exceptions to the certification.

Attachments

- Attachment A. NCHS Data Detective Camp Brochure
- Attachment B. Parent Application Form
- Attachment C. Student Application Form
- Attachment D. Teacher Recommendation Form
- Attachment E. Camp Registration Form
- Attachment F. Parent Evaluation Form
- Attachment G. Student Evaluation Form
- Attachment H. NCHS Human Subject Research Determination