

Request for Approval under the “Generic Clearance for the Collection of Qualitative Feedback on Agency Service Delivery (NICHD)”

(OMB#: 0925-0643 ExpDate:2/28/2021)

TITLE OF INFORMATION COLLECTION: NICHD DASH - Biospecimen Request Survey

PURPOSE: The purpose of this surveys is to solicit feedback on the biospecimen request user friendliness, efficiency of workflow, and process with the ultimate goal of improving the overall experience of using NICHD DASH. The survey will be delivered after the DASH registered user has completed and obtained approval of the biospecimen request. The DASH registered user will receive an approval notification email containing a link to the survey.

DESCRIPTION OF RESPONDENTS: The respondents will be DASH registered users who have requested biospecimens from NICHD DASH. The registered users are principal investigators from either academic, government, nonprofit or for-profit organizations, and can also include graduate students, medical students, and medical fellows.

TYPE OF COLLECTION: (Check one)

- | | |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input checked="" type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> Other: _____ |

CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Susan Tenney

To assist review, please provide answers to the following questions:

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? Yes No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? Yes No
3. If Applicable, has a System or Records Notice been published? Yes No

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? Yes No

ESTIMATED BURDEN HOURS and COSTS

Form Name	Category of Respondents	Number of Respondents	Number of Responses per Respondent	Average Burden Per Response (in hours)	Total Annual Burden Hours
NICHD DASH - Biospecimen Request Survey	Individuals	16	1	5/60	1
Total			16		1

Category of Respondents	Total Burden Hours	Wage Rate*	Total Burden Cost
Individuals	1	\$45.64	\$45.64
Totals			\$45.64

Salary/Wage Source: Bureau of Labor Statistics/Occupational Employment and Wages, May 2017: Occupational Code 19-1042, Medical Scientists, national estimates: <https://www.bls.gov/oes/current/oes191042.htm>

FEDERAL COST: The estimated annual cost to the Federal government is \$3,826.05

Staff	Grade/Step	Salary	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Application Lead/ Program Officer	GS-15/ Step 4	\$ 144,945	1.0		\$1,449.45
Contractor Cost					
Archive Administrator/ Content Analyst		\$ 118,830	2.0		\$2,376.60
Total					\$3,826.05

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?

[X] Yes [] No

The customer list is composed of all the registered users in NICHD DASH. The survey will only be sent to those registered users who have requested biospecimens and have received approval through NICHD DASH.

Administration of the Instrument

1. How will you collect the information? (Check all that apply)
 - Web-based or other forms of Social Media
 - Telephone
 - In-person
 - Mail
 - Other, Explain
2. Will interviewers or facilitators be used? Yes No