

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

Section 913 and 306 of the Public Health Service (PHS) Act (42 U.S.C. 299b-2 and 242k(b)). Sections 924(c) and 308(d) of the PHS Act (42 U.S.C. 299c-3(c) and 242m(d)) provide authority for additional restrictions on identifiable information about individuals.

**PURPOSES:**

The data are used in aggregated form for statistical and health services research purposes respecting analysis and evaluation of health care costs, and the accessibility, planning, organization, distribution, technology, utilization, quality, and financing of health services and systems.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

The Department has contracted with private firms for the purpose of collecting, analyzing, aggregating, or otherwise refining records in this system. Relevant records are collected by and/or disclosed to such contractors. The contractors are required to maintain Privacy Act safeguards with respect to such records.

**POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:****STORAGE:**

File folders, magnetic tapes, CD ROM and secure network servers.

**RETRIEVABILITY:**

Information can be retrieved by respondent name and address. However, this information is not stored in routinely used analytic files.

**SAFEGUARDS:**

AHRQ and its contractors implement personnel, physical, and procedural safeguards as follows:

1. *Authorized users:* Access is limited to persons authorized and needing to use the records, including project directors, contract officers, interviewers, health care researchers and analysts, statisticians, statistical clerks and data entry staff on the staffs of AHRQ and the MEPS contractors.

2. *Physical safeguards:* The hard-copy records are stored in locked safes, locked files, and locked offices when not in use. Computer terminals used to process identifiable data are located in secured areas and are accessible only to authorized users. Automated backup files are stored in locked, fire proof safes.

3. *Procedural safeguards:* All employees of AHRQ and contractor personnel with access to AHRQ records

are required, as a condition of employment, to sign an affidavit binding them to nondisclosure of individually identifiable information. Periodic training sessions are conducted to reinforce the statutorily-based confidentiality restrictions. Actual identifiers are maintained in separate files linked only if there is a specific need as authorized by the System Manager. Data stored in computers both at AHRQ and the contractor sites are accessed through the use of passwords/keywords unique to each user and changed at least every 45 days. An automated audit trail will be maintained. Contractors who maintain records in this system are instructed to make no further disclosure of the records other than those requested by AHRQ/CCFS. Privacy Act requirements and the restrictions of 42 U.S.C. 242m(d) are specifically included in contracts for survey, research and data processing activities related to this system. The DHHS project directors, contract officers and project officers oversee compliance with these requirements.

4. These safeguards are in accordance with chapter 45-13, "Safeguarding Records Contained in Systems of Records," of the HHS General Administration Manual, supplementary chapter PHS hf. 45-13; Part 6, "ADP Systems Security," of the HHS ADP Systems Manual, and the National Bureau of Standards Federal Information Processing Standards (FIPS Pub. 41 and FIPS Pub. 31).

**RETENTION AND DISPOSAL:**

Hard-copy records will be burned or shredded following verification that such data were correctly entered into a machine readable format.

**SYSTEM MANAGER(S) AND ADDRESS:**

Director, Division of Survey Operations, CCFS/AHRQ, Executive Office Center, Suite 501, 2101 East Jefferson Street, Rockville, Maryland 20852.

**NOTIFICATION PROCEDURE:**

To determine if a record exists, write to the System Manager, giving your full name and address.

**RECORD ACCESS PROCEDURES:**

The system is exempt from the requirements of the Privacy Act; however, a subject individual may be granted access to his/her records at the System's Manager's discretion. Positive identification is required from anyone seeking access.

**CONTESTING RECORD PROCEDURES:**

If access has been granted and some information is being contested, contact the System Manager and reasonably identify the record, specify the contested information, and state the corrective action sought, with supporting information to show how the record is inaccurate, incomplete, untimely, or irrelevant.

**RECORD SOURCE CATEGORIES:**

Respondents in the survey samples including: Members of households, physicians, hospitals, health insurers, employers, staff of nursing and personal care homes, the next-of-kin of residents of such homes and facilities, and Systems 09-70-0005, Medicare Bill File (Statistics), HHS/HCFA/BDMS.

**SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:**

With respect to this system of records, exemption has been granted from the requirements contained in subsections 552a(c)(3), (d)(1) through (4) and (e)(4) (G) and (H), in accordance with the provisions of subsection 552a(k)(4) of the Privacy Act of 1974. This system has been exempted because it contains only records which are required by statute to be maintained and used solely as statistical records.

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES****Agency for Toxic Substances and Disease Registry**

[Program Announcement 01050]

**Program to Build Capacity to Conduct Environmental Health Education Activities Related to Iodine-131; Notice of Availability of Funds.****A. Purpose**

The Agency for Toxic Substances and Disease Registry (ATSDR) announces the availability of fiscal year (FY) 2001 funds for a cooperative agreement program to Build Capacity to Conduct Environmental Health Education Activities. This program addresses the "Healthy People 2010" areas of Educational and Community-Based Programs; Environmental Health; and Maternal, Infant, and Child Health.

The purpose of the program is to develop, promote, and disseminate environmental health education within communities that are located near Department of Energy (DoE) sites where Iodine-131 (I-131) is identified as a contaminant of concern. The program

should focus particular emphases on providing environmental health education related to I-131 to groups such as healthcare providers, public health officials, community members, and other interested parties who live in communities near DoE sites where I-131 is a contaminant of concern.

#### B. Eligible Applicants

Applications may be submitted by public and private nonprofit organizations and by governments and their agencies; that is, universities, colleges, research institutions, hospitals, other public and private nonprofit organizations, state and local governments or their bona fide agents, and federally recognized Indian tribal governments, Indian tribes, or Indian tribal organizations that provide environmental health education to communities. Note: Public Law 104-65 states that an organization described in section 501(c)(4) of the Internal Revenue Code of 1986 that engages in lobbying activities is not eligible to receive Federal funds constituting an award, grant, cooperative agreement, contract, loan, or any other form.

#### C. Availability of Funds

Approximately \$200,000 is available in FY 2001 to fund approximately 1-2 awards. It is expected that the average award will be \$100,000, ranging from \$50,000 to \$150,000. It is expected that the awards will begin on or about September 30, 2001, and will be made for a 12-month budget period within a project period of up to five years. Funding estimates may change.

Continuation awards within an approved project period will be made on the basis of satisfactory progress as evidenced by required reports and the availability of funds.

#### *Use of Funds*

Funds may be expended for reasonable program purposes, such as personnel, travel, supplies and services, including contractual services. ATSDR funding is generally not to be used for the purchase of furniture or equipment. Any equipment purchased will be returned to ATSDR at the end of the funding period. The direct and primary recipient in a cooperative agreement program must perform a substantive role in carrying out project activities and not merely serve as a conduit for an award to another party or provide funds to an ineligible party.

#### D. Program Requirements

In conducting activities to achieve the purpose of this program, the recipient will be responsible for the activities

under 1. (Recipient Activities), and ATSDR will be responsible for the activities listed under 2. (ATSDR Activities).

##### 1. Recipient Activities

a. Develop and implement an environmental health education program for Iodine 131 (I-131). Special efforts should be made to closely coordinate the educational efforts with federal agencies such as the National Cancer Institute (NCI) and others who are working to address I-131 issues at DoE sites.

b. Develop environmental health education materials and programs related to I-131 for reference and use by community residents and other interested parties.

c. Distribute environmental health materials, including the ATSDR I-131 Case Study in Environmental Medicine, nationwide to health officials, healthcare providers, and other interested parties. Particular interest should be in communities that are located near DoE facilities that have I-131 as a contaminant of concern.

d. Provide information regarding the health impacts of hazardous substances, particularly I-131 to state and local health officials, healthcare providers, and other interested parties around DoE sites throughout the United States. Activities should include sharing information about the unique vulnerabilities and special needs of children.

e. Develop health education programs and materials, in collaboration with health officials, healthcare providers, and other interested parties for residents in communities who live near DoE sites.

f. Gain access to healthcare providers, physicians, nurses, and other practitioners, local, state, and federal public health officials, community groups, and educational institutions such as colleges and universities for the purposes of conducting I-131 health education. Specific efforts should be made to reach members of these groups who live or practice near DoE facilities where I-131 is a contaminant of concern.

g. Develop and maintain a database that includes data such as contact information to contact participants for training sessions.

h. Evaluate each of the implemented environmental health education activities and the impact of the overall program.

##### 2. ATSDR Activities

a. Provide technical assistance in developing environmental health education materials and activities.

b. Provide information, instructional resources, technical assistance and

collaboration for National Priorities List (NPL) site-specific activities and materials.

c. Provide assistance in establishing communication and resource networks between recipients and groups such as other federal agencies; state and local health departments; tribal governments; non-governmental environmental and health professional organizations; and academic, medical, and clinical associations.

d. Assist in the development of the evaluation plans, such as providing technical assistance in the establishment of measurable objectives and evaluation of activities.

#### E. Application Content

Use the information in the Program Requirements, Other Requirements, and Evaluation Criteria sections to develop the application content. Your application will be evaluated on the criteria listed, so it is important to follow them in laying out your program plan. The narrative should be no more than 25 double-spaced pages (excluding appendices), printed on one side, with one inch margins, and unrounded font.

#### F. Submission and Deadline

##### *Application*

Submit the original and two copies of PHS 5161-1 [OMB Number 0920-0428]. Forms are available in the application kit. On or before May 30, 2001, submit the application to the Grants Management Specialist identified in the "Where to Obtain Additional Information" section of this announcement.

Deadline: Applications shall be considered as meeting the deadline if they are either:

(a) Received on or before the deadline date; or

(b) Sent on or before the deadline date and received in time for submission to the independent review group. (Applicants must request a legibly dated U.S. Postal Service postmark or obtain a legibly dated receipt from a commercial carrier or U.S. Postal Service. Private metered postmarks shall not be acceptable as proof of timely mailing.)

Late Applications: Applications which do not meet the criteria in (a) or (b) above are considered late applications, will not be considered, and will be returned to the applicant.

#### G. Evaluation Criteria

Each application will be reviewed and evaluated individually against the following criteria by an ATSDR-convened objective review panel.

1. Proposed Program—40 percent
  - a. Ability to develop environmental health education materials and messages for distribution to target audiences; address specific environmental health concerns, plan, conduct, and evaluate environmental health education or training activities; and collaborate effectively with a variety of public health partners including other federal agencies who are working to address I-131 issues at DoE sites.
  - b. Documented access or the ability to gain access to healthcare providers such as physicians, nurses, and other practitioners, local, state, and federal public health officials and practitioners, community groups, and educational institutions such as colleges and universities. Special emphasis should be placed on groups who live or practice near DoE facilities throughout the United States where I-131 is identified as a contaminant of concern.
  - c. Clearly stated understanding of the environmental public health problems to be addressed, including the proximity of DoE sites and any special risks to children as a susceptible population.
  - d. Clear and reasonable environmental public health goals and clearly stated project objectives which are realistic, measurable, and related to program requirements.
  - e. Ability to identify specific target audiences and their environmental health education needs.
  - f. Specificity and feasibility of proposed time line for implementing project activities.
2. Proposed Personnel—20 percent
  - a. Ability of the applicant to provide adequate program staff and support staff, including any proposed consultants or contractors.
  - b. Experience of proposed staff in developing environmental health education materials, implementing environmental health education activities, and conducting program evaluation related to health education. Special emphasis should be placed on experience with I-131 information.
3. Capability—20 percent
  - a. Appropriateness of the health education activities for the proposed target groups.
  - b. Plans for collaborative efforts and appropriate letters of support.
4. Evaluation Plan—20 percent
  - a. Extent to which the evaluation plan includes strategies and methods to measure program processes and outcomes of program activities, such as changes in participants' knowledge, attitudes, and behaviors.
  - b. Extent to which the evaluation plan includes specific approaches and

methods to measure overall program effectiveness and impacts, such as achievement of stated public health goals and effect of the program on stated public health problem.

5. Budget—(not scored)

The extent to which the proposed budget is reasonable, clearly justified with a budget narrative, and consistent with the intended use of funds.

## H. Other Requirements

### Technical Reporting Requirements

Provide CDC/ATSDR with an original plus two copies of

1. Semiannual progress reports;
2. Financial status report, no more than 90 days after the end of the budget period; and
3. Final financial and performance reports, no more than 90 days after the end of the project period. Send all reports to the Grants Management Specialist identified in the "Where to Obtain Additional Information" section of this announcement.

The following additional requirements are applicable to this program. For a complete description of each, see Attachment I in the application kit.

- AR-7 Executive Order 12372 Review
- AR-8 Public Health System Reporting Requirements
- AR-9 Paperwork Reduction Act Requirements
- AR-10 Smoke-Free Workplace Requirements
- AR-11 Healthy People 2010
- AR-12 Lobbying Restrictions
- AR-18 Cost Recovery—ATSDR
- AR-19 Third Party Agreements—ATSDR

## I. Authority and Catalog of Federal Domestic Assistance Number

This program is authorized under section 104 (i) (14) and (15) of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA) [42 U.S.C. 9604 (i) (14), (15)]. The Catalog of Federal Domestic Assistance Number is 93.161.

## J. Where to Obtain Additional Information

This and other CDC/ATSDR announcements can be found on the CDC home page Internet address—<http://www.cdc.gov>. Click on "Funding" then "Grants and Cooperative Agreements." To receive additional written information and to request an application kit, call 1-888-GRANTS4 (1-888 472-6874). You will be asked to

leave your name and address and will be instructed to identify the Announcement number of interest.

If you have questions after reviewing the contents of all the documents, business management technical assistance may be obtained from:

Nelda Godfrey, Grants Management Specialist, Grants Management Branch, Procurement and Grants Office, Centers for Disease Control and Prevention, Room 3000, 2920 Brandywine Road, Atlanta, GA 30341-4146, Telephone number: 770-488-2722, Email address: [nag@cdc.gov](mailto:nag@cdc.gov)

For program technical assistance, contact: Theresa NeSmith, Health Education Specialist, 1600, Clifton Road, Mail Stop-E-42, Atlanta, GA 30333, Telephone number: 404-639-6230, Email address: [tbn8@cdc.gov](mailto:tbn8@cdc.gov)

Dated: April 6, 2001.

**Donna Garland,**

*Acting Director, Office of Policy and External Affairs, Agency for Toxic Substances and Disease Registry.*

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Agency for Toxic Substances and Disease Registry

[Program Announcement 01037]

### The Great Lakes Human Health Effects Research Program; Notice of Availability of Funds

#### A. Purpose

The Agency for Toxic Substances and Disease Registry (ATSDR) announces the availability of fiscal year (FY) 2001 funds for a grant program for The Great Lakes Human Health Effects Research Program. This program addresses the "Healthy People 2010" focus area(s) which include Educational and Community-Based Programs, Environmental Health, and Maternal, Infant, and Child Health. The purpose of the program is to assess the adverse effects of water pollutants via the diet, *i.e.*, consumption of contaminated fish in the Great Lakes on the health of persons in the Great Lakes states.

#### B. Eligible Applicants

Eligible applicants are the Great Lake States and political subdivisions thereof, including federally recognized Indian tribal governments. State organizations, including state universities, state colleges, and state research institutions, must affirmatively establish that they meet their respective