

capital or other non-labor costs associated with the document requests are minimal. Covered entities will already be equipped to provide written notices (e.g., computers with word processing programs, typewriters, copying machines, mailing capabilities). Most likely, only entities that already have on-line capabilities will offer consumers the choice to receive notices via electronic format. As such, these entities will already be equipped with the computer equipment and software necessary to disseminate the required disclosures via electronic means.

**William Blumenthal,**  
General Counsel.

[FR Doc. 05-11748 Filed 6-14-05; 8:45 am]

BILLING CODE 6750-01-P

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Agency for Healthcare Research and Quality

#### Notice of Meeting

In accordance with section 10(d) of the Federal Advisory Committee Act (5 U.S.C., Appendix 2), announcement is made of a Health Care Policy and Research Special Emphasis Panel (SEP) meeting.

A Special Emphasis Panel is a group of experts in fields related to health care research who are invited by the Agency for Healthcare Research and Quality (AHRQ), and agree to be available, to conduct on an as needed basis, scientific reviews of applications for AHRQ support. Individual members of the Panel do not attend regularly-scheduled meetings and do not serve for fixed terms or a long period of time. Rather, they are asked to participate in particular review meetings which require their type of expertise.

Substantial segments of the upcoming SEP meeting listed below will be closed to the public in accordance with the Federal Advisory Committee Act, section 10(d) of 5 U.S.C., Appendix 2 and 5 U.S.C. 552b(c)(6). Grant applications for the Limited Competition Supplement Funds to Centers for Education and Research on Therapeutics (CERTs) for Developing Effectiveness Research Methodologies and Measures (RFA-HS-SUPP-1) are to be reviewed and discussed at this meeting. These discussions are likely to reveal personal information concerning individuals associated with the applications. This information is exempt from mandatory disclosure under the above-cited statutes.

*SEP Meeting on:* The Limited Competition Supplement Funds to Centers for Education and Research on Therapeutics (CERTs) for Developing Effectiveness Research Methodologies and Measures.

*Date:* July 29, 2006 (open on July 29 from 10 a.m. to 10:15 a.m. and closed for the remainder of the meeting).

*Place:* John M. Eisenberg Building, AHRQ Conference Center, 540 Gaither Road, Rockville, Maryland 20850.

*Contact Person:* Anyone wishing to obtain a roster of members, agenda or minutes of the non-confidential portions of this meeting should contact Mrs. Bonnie Campbell, Committee Management Officer, Office of Extramural Research, Education and Priority Populations, AHRQ, 540 Gaither Road, Room 2038, Rockville, Maryland 20850, Telephone (301) 427-1554.

Agenda items for this meeting are subject to change as priorities dictate.

Dated: June 7, 2005.

**Carolyn M. Clancy,**

Director.

[FR Doc. 05-11749 Filed 6-13-05; 8:45 am]

BILLING CODE 4160-90-M

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Centers for Disease Control and Prevention

#### Statement of Organization, Functions, and Delegations of Authority

Part C (Centers for Disease Control and Prevention) of the Statement of Organization, Functions, and Delegations of Authority of the Department of Health and Human Services (45 FR 67772-76, dated October 14, 1980, and corrected at 45 FR 69296, October 20, 1980, as amended most recently at 70 FR 30120-30121, dated May 25, 2005) is amended to reflect the establishment of the Office of Workforce and Career Development within the Office of the Director, Centers for Disease Control and Prevention.

Section C-B, Organization and Functions, is hereby amended as follows:

After the mission statement for the Office of the Chief Science Officer (CAS), insert the following:

*Office of Workforce and Career Development (CAL).* The mission of the Office of Workforce and Career Development (OWCD) is to improve health outcomes by ensuring a competent and sustainable workforce through excellence and innovation in

workforce and career development. In carrying out its mission, OWCD: (1) Develops goals and objectives, and provides leadership, policy formation, scientific oversight, and guidance in program planning and development; (2) plans, directs, and manages CDC-wide training programs, and internship and fellowship programs; (3) provides consultation, technical assistance, and training on epidemiology, public health informatics, and prevention effectiveness to CDC/ATSDR, states, other agencies, other countries, and domestic and international organizations; (4) develops, designs, and implements an accredited comprehensive strategic human resource leadership development and career management program for all occupational series throughout CDC; organizational development, career management, employee development, and training; (5) maximizes economies of scale through systematic planning and evaluation of agency-wide training initiatives to assist CDC employees in achieving required competencies; (6) assists in the definition and analysis of training needs of public health workers, and develops and evaluates instructional products designed to meet those needs; (7) works with partners, internally and externally, to develop a strategic vision for the public health workforce; (8) collaborates with the Office of Strategy and Innovation (OSI) to develop workforce goals for all of CDC/ATSDR; (9) coordinates the Excellence in Learning Council to coordinate, inform, and share strategic vision for all of CDC's Coordinating Centers/Coordinating Offices (CC/CO); (10) conducts internal succession planning, forecasting services, and environmental scanning to ascertain both current and future public health workforce needs; and (11) in carrying out the above functions, collaborates, as appropriate, with the CDC Office of the Director, CDC CC/COs, domestic and international agencies and organizations.

*Office of the Director (CAL1).* (1) Provides leadership and overall direction for OWCD; (2) develops goal and objectives, and provides leadership, policy formation, scientific oversight, and guidance in program planning and development; (3) plans, coordinates, and develops research plans for OWCD; (4) provides scientific leadership OWCD research-related activities; (5) ensures adherence to CDC and HHS science-related policies, e.g., ethical conduct of research, information security, extramural research, data sharing; and responds to allegations of scientific

misconduct; (6) provides training related to scientific policies; (7) ensures quality of scientific products developed by OWCD staff; (8) oversees and manages OWCD clearance process for scientific and technical documents; (9) oversees and manages OWCD Institutional Review Board-related activities and procedures; (10) develops policies governing OWCD's internal and external partnership activities; (11) coordinates all program reviews including all written and visual materials; (12) reviews, prepares, and coordinates legislation, Congressional testimony, and briefing materials; (13) develops proposed legislation, analyze bills, and provides for other legislative-related activities; (14) plans and prepares OWCD promotional and marketing materials; and (15) in carrying out the above functions, collaborates, as appropriate, with the CDC Office of the Director, CDC CC/COs, domestic and international agencies and organizations.

*Management and Operations Activity (CAL13).* (1) Provides leadership, oversight, and guidance in the management and operations of OWCD's programs; (2) plans, coordinates, and provides administrative management support, advice, and guidance to OWCD, involving the areas of fiscal management, personnel, travel, and other administrative services; (3) coordinates the development of the OWCD annual budget submission; (4) directs and coordinates the activities of the office; (5) conducts management analyses of OWCD programs and staff to ensure optimal utilization of resources and accomplishment of program objectives; (6) plans, allocates, and monitors OWCD resources; (7) maintains liaison and collaborates with other CDC components and external organizations in support of OWCD management and operations; (8) works closely with other federal agencies involved with OWCD interagency agreements; (9) provides fiscal management and stewardship of grants, contracts, and cooperative agreements; (10) develops and implements administrative policies, procedures, and operations, as appropriate for OWCD, and prepares special reports and studies, as required, in the administrative management areas; (11) provides coordinated services to OWCD for all conference/meeting management; (12) coordinates OWCD requirements relating to contracts, grants, cooperative agreements, reimbursable agreements, procurement, and materiel management; and (13) in carrying out the above functions, collaborates, as appropriate,

with the CDC Office of the Director, CDC CC/COs, domestic and international agencies and organizations.

*Strategic Workforce Activity (CAL14).* (1) Develops strategic vision for training for CDC/ATSDR; (2) works with partners, internally and externally, to develop a strategic vision/plan for the public health workforce; (3) collaborates with the OSI to develop workforce goals for all of CDC/ATSDR; (4) co-chairs the Excellence in Learning Council to coordinate, inform, and share strategic vision for all of CDC's CC/COs; (5) works with the Excellence in Learning Council to develop and standardize learning policies for CDC/ATSDR; (6) conducts environmental scanning to ascertain both current and future public health workforce needs, and establishes priorities for the public health workforce based on the scanning; (7) provides forecasting services to anticipate the workforce needs; (8) determines the distribution and impact of best practices; (9) develops strategic plan for workforce development at CDC and establishes system(s) for monitoring implementation and impact of this plan; (10) works with Atlanta Human Resources Center and the Office of the Chief Operating Officer (OCOO) to develop particular elements for strategic planning of internal succession planning, workforce retention, targeted recruitment, and change management; (11) oversees development and implementation of demonstration projects in the best practices for workforce development and assures dissemination of results of these projects; (12) establishes policies governing major learning initiatives, and new learning or partnership activities; (13) works collaboratively within the OWCD, and with CDC's Office of the Director, the Financial Management Office, the OCOO, and other components of CDC in planning, developing, and implementing policies related to training initiatives, including but not limited to, Individual Learning Accounts, Individual Development Plans, and loan repayment programs; (14) provides oversight or serves as a primary liaison for contracts relating to OWCD policy and partnership activities; (15) provides leadership, advocacy, and coordination of learning policies and partnership development activities; and (16) in carrying out the above functions, collaborates, as appropriate, with the CDC Office of the Director, CDC CC/COs, domestic and international agencies and organizations.

*Career Development Division (CALC).* (1) Plans, directs, and manages CDC-wide competency-based training and

service programs, including the Epidemic Intelligence Service, the Preventive Medicine Residency, Public Health Informatics Fellowship, Prevention Effectiveness Fellowship, the CDC Experience, the Knight Journalism Fellowship, and the Public Health Prevention Service (PHPS) programs, as well as various internship and fellowship programs, developing new programs as strategically indicated; (2) develops and maintains standards, criteria, and core competencies for fellowship programs across the agency, ensuring scientific rigor and consistency with adult learning principles; (3) provides consultation, technical assistance, and training on epidemiology, public health informatics, and prevention effectiveness to CDC/ATSDR, states, other agencies, other countries, and domestic and international organizations; (4) provides epidemiologic, informatics, decision analysis, and health economics assistance to states, other agencies, and other countries through the field assignment of fellows; (5) assumes an active national and international leadership role in applied public health training and competency development for the disciplines of epidemiology, informatic, health economics, and decision sciences; (6) evaluates programs to ensure training is relevant and responsive to needs of fellows and health agencies; (7) develops and maintains a strategic plan for recruitment in accordance with the CDC workforce diversity goals; (8) evaluates performance and monitors the completion of program requirements by fellows; (9) receives, coordinates, and approves, as appropriate, requests for epidemiologic assistance (EPI-AIDs) and the expenditures of funds; (10) establishes capacity in the public health community to conduct and use epidemiologic, economic and decision analysis, and public health informatics; (11) provides and maintains leadership in the development, acquisition application, and evaluation of economic and decision science, and informatics methods for use in public health; (12) provides technical assistance in the area of economics and economics workforce development throughout CDC and other organizations; (13) disseminates economic and decision analysis, informatics, and preventive medicine training materials used in programs for adaptation and use by the health workforce; and (14) in carrying out the above functions, collaborates, as appropriate, with the CDC Office of the Director, CDC CC/COs, domestic and

international agencies and organizations.

*Training and Curriculum Services Division (CALD).* (1) Develops, designs, and implements a comprehensive strategic human resource leadership development and career management program for all occupational series throughout CDC; (2) develops and implements training strategies and activities that contribute to the agency's mission, accomplishments, and organizational performance; (3) maintains employee training records; (4) develops and administers intern and professional development programs, the long-term training program, and the mentoring program; (5) conducts comprehensive training needs assessment of CDC employees nationwide; (6) manages the classroom facilities including establishing policy and scheduling room usage; (7) provides analysis and data to correlate individual training with corporate strategic plans; (8) develops and maintains assessment tools to identify core competency requirements for each occupational series throughout the agency; (9) provides consultation, guidance, and technical assistance to managers and employees in organizational development, career management, employee development, and training; (10) develops and delivers educational programming to meet the identified needs of the public health workforce; (11) promotes, develops, and implements training needs assessment methodology to establish priorities for training interventions; (12) evaluates the efficiency and effectiveness of education/training needs assessments, development of training tools, implementation methods, and the

impact of education/training on the quality of laboratory practice; (13) designs, produces, and delivers informational and instructional products; (14) registers participants of laboratory and public health courses offered by CDC; (15) maximizes economies of scale through systematic planning and evaluation of agency-wide training initiatives to assist CDC employees in achieving required competencies; (16) implements and monitors the CDC Training Management System (Learning Management System) for compliance with the Government Employees Training Act; (17) assists in the definition and analysis of training needs of public health workers, and develops and evaluates instructional products designed to meet those needs; (18) develops and maintains continuing education unit accreditation; (19) designs, produces and delivers a variety of visual materials and instructional products; (20) develops and conducts training to facilitate the timely transfer of newly emerging laboratory technology and standards for laboratory practice; (21) provides technical assistance, consultation, and training for trainers to improve the capacity of regional organizations and state health agencies to develop and maintain decentralized training networks for laboratory professionals; (22) fosters communications to assist regional, state, and local health agencies in the identification and utilization of laboratory resources in support of the Nation's health objectives; (23) provides technical assistance and consultation for programs at the national, state, regional and international levels to develop the leadership and management

competencies of current and emerging public health officials, including, but not limited to, the National Public Health Leadership Institute and the Management Academy for Public Health; and (24) in carrying out the above functions, collaborates, as appropriate, with the CDC Office of the Director, CDC CC/COs, domestic and international agencies and organizations.

Dated: June 3, 2005.

**William H. Gimson,**  
*Chief Operating Officer, Centers for Disease Control and Prevention (CDC).*

[FR Doc. 05-11795 Filed 6-14-05; 8:45 am]

**BILLING CODE 4160-18-M**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Children and Families**

**Submission for OMB Review; Comment Request**

*Title:* OCSE-157 Child Support Enforcement Program Annual Data Report.

*OMB No.:* 0970-0177.

*Description:* The information obtained from this form will be used to report Child Support Enforcement activities to the Congress as required by law, to complete incentive measure and performance indicators utilized in the program, and to assist the Office of Child Support Enforcement in monitoring and evaluating State Child Support programs.

*Respondents:* The 50 States, the Territories and the virgin Islands.

**ANNUAL BURDEN ESTIMATES**

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
OCSE-157 .....	54	1	7.0	378.0

Estimated Total Annual Burden Hours: 378.0

*Additional Information*

Copies of the proposed collection may be obtained by writing to the Administration for Children and Families, Office of Administration, Office of Information Services, 370 L'Enfant Promenade, SW., Washington, DC 20447, Attn: ACF Reports Clearance Officer. All requests should be identified by the title of the information

collection. E-mail address: [grjohnson@acf.hhs.gov](mailto:grjohnson@acf.hhs.gov).

*OMB Comment*

OMB is required to make a decision concerning the collection of information between 30 and 60 days after publication of this document in the **Federal Register**. Therefore, a comment is best assured of having its full effect if OMB receives it within 30 days of publication. Written comments and recommendations for the proposed

information collection should be sent directly to the following: Office of Management and Budget, Paperwork Reduction Project, Attn: Desk Officer for ACF, E-mail address:

[Katherine\\_T.\\_Astrich@omb.eop.gov](mailto:Katherine_T._Astrich@omb.eop.gov).

Dated: June 8, 2005.

**Robert Sargis,**  
*Reports Clearance Officer.*

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