PAPERWORK REDUCTION ACT SUBMISSION WORKSHEET
Part II: Information Collection Detail

This template is intended for staff without an ICRAS account. Please fill out and submit to the appropriate Operating Division to enter into ICRAS. The form mirrors the screens available in the ICRAS 4 system. To request an account to log into ICRAS.

Instructions for filling out the form are available at www.paperworkreduction.gov.

1. Title:
Evaluation of the Home Health Pay for Performance Demonstration (HMSM-500-2005-00022I, Task Order 1)

2. Is this a Common Form?	3. Obligation to respond *(check one)*	4. Frequency of reporting *(check all that apply)*
__ Yes X No	a. X Voluntary b. __ Required to obtain or retain benefits c. __ Mandatory	a. __ Hourly (24 -7) b. __ Hourly Bus (40 per week) c. __ Daily (7 per week) d. __ Daily Bus (5 per week) e. __ Weekly (52 per year) f. __ Monthly g. __ Yearly h. __ Every Decade i. __ Quarterly j. __ Semi-annually k. __ Biennially l. X Once m. ___ occasionally

5. CFR Citation(s) for the information collection under review (if applicable).

Title _____ Part _____ Section_____
Title _____ Part _____ Section_____
Title _____ Part _____ Section_____
Title _____ Part _____ Section_____

6. Information Collection Instruments – Send all instruments along with the Part 2 form(s). If more than one Part 2 is completed make sure to identify which instruments are associated with which Part 2 form.

7. Federal Enterprise Architecture Business Reference Model (Select one Services for Citizens Line of Business and one Subfunction from its group)

Services for Citizens Line of Business	Subfunction
None	
Community and Social Services___	**Homeownership Promotion___** **Community and Regional Development___** **Social Services___** **Postal Service___** **None___**
Correctional Activities___	**Criminal Incarceration** **Criminal Rehabilitation** **None**
Defense and National Security___	**Strategic National and Theater Defense___** **Operational Defense___**

	Tactical Defense___ **None___**
Disaster Management___	**Disaster Monitoring and Predication___** **Disaster Preparedness and Planning___** **Disaster Repair and Restore___** **Emergency Response___** **None___**
Economic Development___	**Business and Industry Development___** **Intellectual Property Protection___** **Financial Sector Oversight___** **Industry Sector Income Stabilization___** **None___**
Education___	**Elementary, Secondary, and Vocational Education___** **Higher Education___** **Cultural and Historic Preservation___** **Cultural and Historic Exhibition___** **None___**
Energy___	**Energy Supply___** **Energy Conservation and Preparedness___** **Energy Resource Management___** **Energy Production___** **None___**
Environmental Management___	**Environmental Monitoring and Forecasting___** **Environmental Remediation___** **Pollution Prevention and Control___** **None___**
General Science and Innovation___	**Scientific and Technological Research and Innovation___** **Space Exploration and Innovation ___** **None___**
Health X	**Illness Prevention___** **Immunization Management___** **Public Health Monitoring___** **Health Care Services X** **Consumer Health and Safety___** **None___**
Homeland Security___	**Border and Transportation Security___** **Key Asset and Critical Infrastructure Protection___** **Catastrophic Defense___** **None___**
Income Security___	**General Retirement and Disability___** **Unemployment Compensation___** **Housing Assistance___** **Food and Nutrition Assistance___** **Survivor Compensation___** **None___**
Intelligence Operations___	**Intelligence Planning and Direction/Needs___** **Intelligence Collection___** **Intelligence Analysis and Production___** **Dissemination___** **None___**
International Affairs and Commerce___	**Foreign Affairs___** **International Development and Humanitarian Aid___** **Global Trade___** **None___**
Law Enforcement___	**Criminal Apprehension___** **Criminal Investigation and Surveillance___** **Citizen Protection___** **Crime Prevention___** **Leadership Protection___** **Property Protection___** **Substance Control___** **None___**
Litigation and Judicial Activities___	**Judicial Hearing___** **Legal Defense___** **Legal Investigation___** **Legal Prosecution and Litigation___** **Resolution Facilitation ___** **None___**

Natural Resources___	**Water Resource Management___** **Conservation, Marine and Land Management___** **Recreational Resource Management and Tourism___** **Agricultural Innovation and Services___** **None___**
Transportation___	**Air Transportation___** **Ground Transportation___** **Water Transportation___** **Space Operations___** **None___**
Workforce Management___	**Training and Employment___** **Labor Rights Management___** **Worker Safety___** **None___**

See http://www.feapmo.gov for the Business Reference Model categories and definitions.

8. Privacy Act System of Records (if applicable)

Title:_____

Federal Register Citation: Volume _____ Page number _____ Publication date _____/_____/____

9. Respondents

a. Total # _____570 (assuming 100% participation)_____
b. Small Entity #_____540 (est)_____
c. Percent Electronic_100% (570)____

Affected public (*choose one)*
a. __ Individuals or households
b. X Private Sector
c. __ State, Local, or Tribal Governments
d. __ Federal Government

(if Private Sector check all that apply)
a .X Business or other for-profits
b. X Not-for-profit institutions
c. __ Farms

10. Frequency: How often on average will each 1 (one time collection)_____
Per (select the most appropriate time period for this collection)
a. __ Hour (24-7) - 8736 per year
b. __ Business Hour (40 per week) - 2080 per year
c. __ Day (7 per week) - 364 per year
d. __ Business Day (5 per week) - 260 per year
e. __ Week - 52 per year
f. __ Month - 12 per year
g. __1__ Year
h. __ Decade .1 per year
i. __ Quarter - 4 per year
j. __ Half-Year - 2 per year
k. __ Biennial - 0.5 per year

Calculated: Annual Frequency =_____1_____ times a year (per respondent)

Calculated: Annual Number Of Responses = _____570 (assuming 100% voluntary participation)_____ a year

11. Hour and Cost Burden

Enter the hours and cost (per response) broken out by reporting, record keeping, and third-party disclosure.

	Time per Response	Hour per response	Annual Hour Burden	Cost per Response	Annual cost Burden
Reporting	30 minutes	0.50 hours	285 hours	$28.37	$8084.03
Record keeping					
Third party disclosure					
Total	30 minutes	0.50 hours	285 hours	$28.37	$8084.03

Annual hour burden calculated based on 100% of the eligible (289 Control and 281 Treatment) home health agencies voluntarily completing the electronic survey. Cost per response based on Bureau of Labor Statistics mean hourly wage rate of $41.36 for a General and Operations Managers (assuming the respondent is either the administrator of the HHA or a director of professional services, plus 37.17% for benefits, for a total estimated employer cost per hour worked of $56.73.

12. Allocate the change in burden

	Total Requested	Change Due to New Statute	Change Due to Agency Discretion	Due to Agency Estimate	Change Due Violation	Currently Approved
a. Annual Responses	570		570			
b. Annual Hour Burden	285 hours	hours	285 hours	hours	hours	hours
c. Annual Cost Burden	$ 8,084	$	$ 8,084	$	$	$