

*Standards Staff (CS18)*, insert the following:

*Office of Information Technology (CS19)*. (1) Directs, plans and coordinates information technology services for NCHS; (2) serves as the focal point for Information Technology research activities for NCHS-wide systems and in that capacity represents NCHS in developing technology partnerships with other agencies, both public and private; (3) maintains knowledge of strategic business processes in the private and public sector, and leads the development of Information Technology Policy planning for NCHS; (4) provides for the development and implementation of the Information Technology Plans for NCHS and directs the maintenance of the information technology architecture of NCHS; (5) serves as the focal point for the NCHS Information Technology Advisory Board and its working groups and serves as a clearinghouse for IT information on issues under consideration by the Board; (6) conducts applied research studies on existing and emerging information technologies and methodologies, and their applicability to NCHS critical business needs; (7) provides IRM policy coordination for the Center and systems contract support; (8) represent NCHS to other public and private health agencies, foundations and statistical agencies on Information Technology activities; (9) provides software consultation, data base management, research, design, and support services needed by NCHS survey, registration and administrative systems, emphasizing projects which are not program specific; (10) plans, coordinates and conducts the NCHS computer training activities to enhance the use of information technologies and methodologies by Center staff; (11) manages and administers contracts for Center-wide emerging information technology services; and (12) actively participates with state, national and international agencies, associations, foundations and working groups involved in emerging technologies to enhance the IT environment between NCHS and its partners.

*Office of the Director (CS191)*. (1) In partnership with NCHS programs, devises IT practices and procedures and provides direction, planning and evaluation for overall information technology services and infrastructure at NCHS; (2) identifies needs and makes recommendations for procurement of technology and services to support NCHS activities; (3) evaluates and recommends new information technology software and methods in support of NCHS programs; (4) serves as

the primary point of contact in NCHS to represent the Center's IT infrastructure services needs to the CDC Information Technology Services Office (ITSO); (5) develops and administers an annual planning process to identify all requirements of NCHS programs for new IT Infrastructure products and services; (6) maintains close collaboration with the CDC ITSO and coordinates capital planning and business case development for NCHS IT investments; (7) provides continuous evaluation of the NCHS IT program to certify adherence to all HHS Enterprise Architecture and CDC IT infrastructure policies, and technical standards; (8) provides technical assistance and information exchange services regarding NCHS information technology activities to Federal, State and local, public and private organizations; and (9) represents NCHS at national and international meetings regarding emerging information technologies and methodologies.

*Software Solutions and Engineering Staff (CS192)*. (1) Conducts and evaluates studies on emerging software technologies and methodologies for NCHS as input to the IT and IRM planning process and serves as a clearinghouse on these emerging technologies for NCHS; (2) provides consulting and software life-cycle development support for NCHS business process re-engineering activities; (3) develops information systems to monitor and evaluate the implementation of the CDC provided IT infrastructure components and contracts to ensure that NCHS programs receive all services in accordance with negotiated Service Level Agreements (SLA); (4) partners with NCHS programs, outside agencies and the States, to pilot the application of new software technologies and methodologies to meet evolving business needs; (5) manages and administers contractual services for software consulting, design, development, and integration of innovative technologies at NCHS; (6) partners with NCHS programs and the States to evaluate and support the application of emerging technologies and data conversion activities related to data dissemination services and products inclusive of automated data access systems on the Internet, CD-ROM and other data storage and retrieval media; (7) conducts and evaluates feasibility studies on new technologies to support IT training; (8) develops, manages, procures and implements the NCHS IT training

program; and (9) coordinates IT user groups.

Delete in its entirety the title and functional statement for the *Office of Information Technology and Services (CS3)*.

Delete in its entirety the title and functional statement for the *Office of Analysis, Epidemiology, and Health Promotion (CS4)* and insert the following:

*Office of Analysis and Epidemiology (CS4)*. (1) Participates in the development of policy, long-range plans, and programs of the Center; (2) plans, directs, and coordinates the Analysis and Epidemiology Program of the Center; (3) develops policy for the Analysis and Epidemiology Program of the Center; (4) conducts developmental and evaluation research and analysis in the areas of epidemiology, health status, health services utilization, health promotion, and health economics; (5) provides operating liaison with other programs of the Center, CDC, the Department and other public and private health agencies on activities related to analysis, epidemiology, and health promotion; (6) provides consultation and technical assistance to Federal agencies, states, and other public and private sector institutions on the analysis and interpretation of national health statistics; and (7) augments the policy analysis activities of CDC.

Delete in their entirety the title and functional statements for the *Division of Epidemiology (CS44)* and the *Division of Health and Utilization Analysis (CS45)*.

Delete in their entirety the title and functional statement for the *Division of Health Promotion Statistics (CS46)* and insert the following:

*Health Promotion Statistics Branch (CS46)*. (1) Develops policies, plans, and strategies for the implementation of surveillance and data systems in support of the Department's health promotion and disease prevention objectives; (2) coordinates the health promotion and disease prevention related data collection activities of the Center; (3) serves as liaison with the Department's Office of Disease Prevention and Health Promotion; (4) provides support and technical assistance to state and local health agencies in the areas of statistical assessment and the use of data for policy development and program planning; (5) coordinates Center activities that assess the progress on the elimination of health disparities; (6) establishes consensus-building processes involving CDC, the Department, state and local agencies, and the private sector to identify