



CHARTER

NATIONAL CENTER FOR INJURY PREVENTION AND CONTROL INITIAL REVIEW GROUP

Purpose

The Secretary, Department of Health and Human Services (DHHS), and by delegation, the Director, Centers for Disease Control and Prevention (CDC), are authorized under Sections 301 and 308 of the Public Health Service Act, [42 U.S.C. §§ 241 and 242m], as amended, to conduct directly (or through the administration of grants or contracts) research, investigations, experiments, and studies relating to the causes, diagnosis, treatment, control, and prevention of physical and mental diseases and impairments of humans. In addition, Sections 391, 393B and 394A of the Public Health Service Act, [42 U.S.C. §§ 280b, 280b-1, 280b-1a, 280b-1b, 280b-1c, 280b-1d, 280b-2, and 280b-3], as amended, mandate the creation of a program for the prevention and control of injuries. Under these sections, injury research, prevention and control activities may be carried out directly or through the administration of research grants, cooperative agreements, and contracts.

The National Center for Injury Prevention and Control (NCIPC) Initial Review Group ensures that the diverse perspectives of leaders in injury prevention and control are considered in the planning, establishment, implementation, and evaluation of the overall injury research program.

Authority

42 U.S.C. § 217a [Section 222 of the Public Health Service Act, as amended]. The Group is governed by provisions of Public Law 92-463, as amended (5 U.S.C. App. 2), which sets forth standards for the formation and use of advisory committees.

Function

The NCIPC Initial Review Group shall provide advice and guidance to the Secretary, DHHS, and to the Director, CDC, concerning the scientific and technical merit of grant and cooperative agreement applications received from academic institutions and other public and private profit and nonprofit organizations, including state and local government agencies, to conduct specific injury research that shall focus on prevention and control, and to support injury control research centers.

As scientific leaders, the members of the NCIPC Initial Review Group shall survey the status of research in their field; provide advice and guidance regarding research priorities; and provide technical advice in developing, monitoring, and evaluating special programs that include research grants, cooperative agreements, and contract applications.

Structure

The NCIPC Initial Review Group shall consist of at least 21, but not more than 25 members, including the Chair, selected by the Secretary, DHHS, or designee, from outstanding authorities in the field of injury prevention and control, including, but not limited to, epidemiologists, statisticians, biomechanicists, surgeons, trauma physicians, rehabilitation medicine specialists, behavioral scientists, health economists, program evaluation specialists, and specialists in various aspects of injury management, to include child maltreatment and terrorism. Ad hoc reviewers may be utilized as deemed necessary for the Group to carry out its functions. Quorum shall be one more than one half of the number of current members serving on the Group.

Members shall be invited to serve for overlapping terms of up to four years, except that any member appointed to fill a vacancy for an unexpired term shall be appointed for the remainder of that term. Terms of more than two years are contingent upon the renewal of the Group by appropriate action prior to its termination. A member may serve 180 days after the expiration of that member's term if a successor has not taken office.

Subcommittees may be established from time to time. The Department Committee Management Officer will be notified upon establishment of each subcommittee, and will be provided information on its name, membership, function, and estimated frequency of meetings.

Management and support services shall be provided by the National Center for Injury Prevention and Control, CDC.

Meetings

Meetings shall be held approximately three times per year at the call of the Chair with the advance approval of a government official, who shall also approve the agenda. A government official shall be present at all meetings.

Meetings shall be open to the public except as determined otherwise by the Secretary, DHHS, or other official to whom the authority has been delegated; notice of all meetings shall be given to the public.

Meetings shall be conducted, and records of the proceedings kept, as required by applicable laws and Departmental regulations.

Compensation

Members who are not full-time Federal employees shall be paid at the rate of \$250 per day, plus per diem and travel expenses in accordance with Standard Government Travel Regulations.

Annual Cost Estimate

Estimated annual cost for operating the Group, including compensation and travel expenses for members, but excluding staff support is \$822,947. Estimate of annual person-years of staff support required is 3.10, at an estimated cost of \$318,574.

Reports


In the event a portion of a meeting is closed to the public, a report shall be prepared annually, which shall contain, at a minimum, a list of members and their business addresses; the Group's function, dates and places of meetings; and a summary of the Group's activities and recommendations made during the fiscal year. A copy of the report shall be provided to the Department Committee Management Officer.

Termination Date

Unless renewed by appropriate action prior to its expiration, the NCIPC Initial Review Group will terminate on August 20, 2009.

Approved:

6/29/2007
Date



Acting Director
Management Analysis and Services Office