

## **NATIONAL CENTER FOR IMMUNIZATION AND RESPIRATORY DISEASES (CVG)**

The National Center for Immunization and Respiratory Diseases (NCIRD) prevents disease, disability, and death through immunization and by control of respiratory and related diseases. In carrying out its mission, NCIRD: (1) Provides leadership, expertise, and service in laboratory and epidemiological sciences, and in immunization program delivery; (2) conducts applied research on disease prevention and control; (3) translates research findings into public health policies and practices; (4) provides diagnostic and reference laboratory services to relevant partners; (5) conducts surveillance and research to determine disease distribution, determinants, and burden nationally and internationally; (6) responds to disease outbreaks domestically and abroad; (7) ensures that public health decisions are made objectively and based upon the highest quality of scientific data; (8) provides technical expertise, education, and training to domestic and international partners; (9) provides leadership to internal and external partners for establishing and maintaining immunization, and other prevention and control programs; (10) develops, implements, and evaluates domestic and international public health policies; (11) communicates information to increase awareness, knowledge, and understanding of public health issues domestically and internationally, and to promote effective immunization programs; (12) aligns the national center focus with the overall strategic goals of CDC; and (13) implements, coordinates, and evaluates programs across NCIRD, Office of Infectious Diseases (OID), and CDC to optimize public health impact. (Approved 4/19/2011)

### Office of the Director (CVG1)

(1) Provides leadership, expertise, and service in laboratory and epidemiological sciences and in immunization program delivery; (2) provides diagnostic and reference laboratory services to relevant partnerships; (3) works with OID to ensure spending plans, budget planning, and budget execution are in line with the overall infectious disease strategies and priorities; (4) ensures that the NCIRD strategy is executed by the divisions and aligned with overall CDC goals; (5) co-develops execution strategies for the center with the division directors; (6) provides program and science quality oversight; (7) builds leadership at the division and branch levels; (8) evaluates the strategies, focus, and prioritization of the division research, program, and budget activities; (9) identifies and coordinates synergies between center and relevant partners; (10) ensures that policy development is consistent and appropriate; (11) facilitates research and program activities by providing leadership support; (12) proposes resource priorities throughout the budget cycle; (13) ensures scientific quality, ethics, and regulatory compliance; (14) fosters an integrated approach to research, program, and policy activities; (15) liaises with HHS and other domestic and international immunization and respiratory disease partners as well as with NCIRD divisions; (16) coordinates center's emergency response activities related to immunization issues and complex acute respiratory infectious disease emergencies; (17) applies communication science, media principles, and web design to support NCIRD and CDC's efforts to reduce morbidity and mortality caused by vaccine-preventable and respiratory diseases; ensuring that communication distributed by the center is timely, accurate, clear and relevant to intended audiences; (18) provides guidance for key scientific and laboratory services in the functional areas of extramural research (research and non-research), human studies oversight and review, regulatory affairs; activities in the area of space planning, advising, coordination and

evaluation, safety management and coordination, and shared services in controlled correspondence, and programmatic services in the area of workforce and career development; (19) provides and coordinates center-wide administrative, management, and support services in the areas of fiscal management, personnel, travel, procurement, facility management, the Vaccine Management Improvement Project and other administrative services; and (20) manages the coordination of workforce development and succession planning activities and provide human capital management, planning and training consultation services. (Approved 4/19/2011)

#### Office of Informatics (CVG12)

(1) Manages all IT project costs, schedules, performances, and risks; (2) provides expertise in leading application development techniques in information science and technology to affect the best use of resources; (3) performs technical evaluation and/or integrated baseline reviews of all information systems' products and services prior to procurement to ensure software purchases align with OID strategy; (4) provides access to quality data in support of programmatic data analysis; (5) coordinates all enterprise-wide IT security policies and procedures with the Office of the Chief Information Security Officer; (6) ensures operations are in accordance with CDC Capital Planning and Investment Control guidelines; (7) ensures adherence to CDC enterprise architecture guidelines and standards; (8) consults with users to determine IT needs and to develop strategic and action plans; and (9) participates in the evolution, identification, development, or adoption of appropriate informatics standards in conjunction with the OID. (Approved 4/19/2011)

#### Office of Policy (CVG13)

(1) Serves as liaison with CDC/OD and other Centers/Institutes/Offices (CIO) policy offices, other government agencies, and external partners on policy, program, legislative, and budgetary issues related to NCIRD; (2) leads annual NCIRD budget formulation and development of appropriations materials; (3) provides expertise and guidance for strategic planning and performance measurement; (4) oversees and coordinates NCIRD accountability activities, including Government Accountability Office and Inspector General studies, audits and reviews; (5) coordinates NCIRD OMB Paperwork Reduction Act clearances for non-immunization waiver activities; (6) conducts legislative monitoring and analysis; (7) provides NCIRD with leadership and advice in the management of Congressional and governmental relations; (8) serves as liaison to the CDC Office of Women's Health Committee and the CDC/ATSDR Minority Initiatives Coordinating Committee; (9) supports the NCIRD divisions with developing appropriate policy capacity; and (10) manages cross-cutting policy issues within NCIRD and, as appropriate, with other CIO and OD offices within CDC. (Approved 4/19/2011)

#### Office of Laboratory Science (CVG14)

(1) Provides leadership, expertise and service in laboratory science; (2) represents NCIRD's interests in cross-cutting laboratory services in OID which include, but are not limited to, laboratory information systems, quality management systems and bioinformatics; (3) ensures a safe working environment in NCIRD laboratories; (4) collaborates effectively with other centers and offices in carrying out its functions; and (5) manages CDC's intellectual property (e.g., patents, trademarks, copyrights) and promotes the transfer of new technology from CDC

research to the private sector to facilitate and enhance the development of diagnostic products, vaccines, and products to improve occupational safety. (Approved 4/19/2011)

#### Office of Health Communications Science (CVG15)

(1) Support NCIRD's mission through the planning, development, implementation and evaluation of science-based health communication activities and programs; (2) applies communication science, media principles, and web design to support NCIRD and CDC's efforts to reduce morbidity and mortality caused by vaccine-preventable and respiratory diseases; (3) ensures that communication distributed by the center is timely, accurate, clear and relevant to intended audiences; (4) conducts projects that translate scientific and medical information into messages for a variety of audiences using an array of media/formats; (5) improves understanding of vaccine benefits and risks among partners, health care providers and public audiences; (6) improves understanding among specialized audiences such as policy-makers, public health officials nationally and internally of the center's work; (7) supports public health partners via technical assistance and other methods; (8) demonstrates best practices in writing using plain language and health literacy principles, creating culturally appropriate materials; and (9) coordinates CDC's pandemic influenza communication preparedness activities. (Approved 4/19/2011)

#### Office of Administrative Services (CVG16)

(1) Provides direct and daily management and execution of domestic travel processing for federal employees, Commissioned Corps and all CDC-invited guests; (2) provides direct management and execution of the administrative aspects of human resources across NCIRD, including training, and administration of policies and guidelines developed by Office of Human Resources, Atlanta Operations Center, Department of Health and Human Services, CDC Ethics Office, Financial Management Office, Office of Commissioned Corps Personnel, Center for Global Health, Office of Personnel Management, and Procurement and Grants Office; (3) provides direct management and execution of the coordination of office facilities, and supplies technical guidance and expertise regarding occupancy and facilities management to emergency situations; (4) provides direct and daily management and execution of the distribution, accountability and maintenance of CDC property and equipment; (5) provides direct management and execution of procurement requisitions, and contracts and perform administrative tasks related to initiating, processing and maintaining interagency agreements; (6) provides direct management and execution of the creation, organization, access, maintenance and disposition of CDC records, and of the establishment of policies and procedures coordinating a NCIRD response to Freedom of Information Act requests; and (7) provides direct management and execution of the coordination of logistics for Federal government committee meetings and NCIRD conferences. (Approved 4/19/2011)

#### Office of Science and Integrated Programs (CVG17)

(1) Links strategies and priorities of the primarily programmatic-focused NCIRD divisions with those of primarily disease-based divisions; (2) facilitates development and ongoing implementation of integrated infectious respiratory disease (including influenza) surveillance, research, and prevention and control activities across the divisions, both domestically and

globally, including supporting implementation of NCIRD's respiratory diseases strategic prevention priorities; (3) interfaces with other CDC CIOs working in the area of respiratory diseases; (4) coordinates and facilitates the center's overall respiratory and vaccine preventable disease scientific/research agenda; (5) assumes responsibility for the protection of human research subjects, scientific review, clearance of manuscripts and other written materials; (6) provides planning and coordination of overall surveillance strategies, preparedness, response, and prevention effectiveness related to a center-wide public health scientific agenda and in quantifying how programs and activities promote cost-effective and high impact prevention strategies with respect to immunization and other vaccine preventable disease programs; (7) provides leadership (agency and center-wide) for vaccine preventable and respiratory disease surveillance to include guidance and coordination of NCIRD surveillance activities and systems, as well as leadership on issues related to internal and external integration of CDC surveillance activities; (8) coordinates, facilitates and integrates domestic and international respiratory and vaccine preventable disease surveillance activities through existing methods while developing new approaches, tools and analyses for these activities; (9) fosters a multidisciplinary approach to epidemiology, statistics, informatics, laboratory methods and evaluation; (10) facilitates cross-cutting health services research and economic analyses in the area of vaccine preventable and respiratory diseases and immunization programs and their impact on and relationships to health insurance reform; (11) provides leadership in developing a center-wide prevention effectiveness priority agenda and facilitate the development and ongoing implementation of integrated modeling activities; (12) provides leadership in facilitating the development and implementation of the center's overarching influenza surveillance, research, and prevention strategy (pandemic and seasonal); and (13) provides leadership across the divisions with respect to linking preparedness and response elements to the overall influenza prevention and control strategy, and interfaces with other parts of CDC with respect to this strategy.  
(Approved 4/19/2011)

#### Immunization Services Division (CVGB)

The Immunization Services Division (ISD) protects individuals and communities from vaccine preventable diseases through the provision of federal funds and contracts to purchase vaccine, the provision of technical and financial support of immunization programs, provider and public education, evaluation, and research. In carrying out its mission, ISD: (1) Serves as the lead domestic programmatic division for immunization in NCIRD; (2) serves as the primary interface between CDC and state and local immunization programs (grantees) by providing technical and administrative assistance, operational financial assistance, and vaccine financial assistance to immunization grantees; (3) implements the Section 317 and Vaccines for Children (VFC) programs through state and local health department immunization programs; (4) provides support for the Advisory Committee on Immunization Practices (ACIP); (5) develops ACIP resolutions for the VFC program; (6) supervises immunization field staff; (7) manages the CDC vaccine contracts and the CDC vaccine distribution contracts; (8) provides training and educational opportunities for immunization providers, public health professionals, and private providers; (9) provides technical support for immunization information systems; (10) conducts directly or collaboratively health services research to identify and improve efficient methods to implement immunization programs; (11) evaluates state and local health department immunization; and (12) collaborates with other federal departments and agencies, including the

National Vaccine Program Office, the Center for Medicare and Medicaid Services, the FDA, the Health Resources and Services Administration, and the United States Department of Agriculture (USDA) to facilitate immunization services. (Approved 3/22/2007)

#### Office of the Director (CVGB1)

(1) Provides leadership, management, and oversight for all division activities; (2) provides coordination of budget and liaison with NCIRD, FMO, and PGO; (3) provides leadership in the areas of science, policy, adult vaccination, and management and operations; (4) provides leadership and oversight for all science-related activities within the division, including the development and execution of a research and evaluation agenda, coordination with other scientific leadership in CDC, and clearance of all scientific documents, publications, and activities related to Human Subjects Review; (5) provides budget formulation for the VFC program and the Section 317 program; (6) provides support for CDC's ACIP; (7) provides leadership and coordination in policy and planning activities within the division; reviews, prepares, and coordinates congressional testimony and briefing documents related to domestic immunization program; and provides analysis of programmatic and policy implications of legislative proposals; (8) provides leadership and coordination of NCIRD activities related to adult vaccination; (9) provides leadership and management of budget formulation and execution, grants, contracts, and procurements; personnel management; and operations oversight; and (10) represents NCIRD and CDC on domestic immunization programmatic activities, as needed. (Approved 4/11/2007)

#### Program Operations Branch (CVGGB)

(1) Serves as the primary interface to state and local immunization program grantees; (2) provides project officer and leadership support for the Section 317 and VFC programs, who provide or assure the provision of technical assistance to immunization program grantees on all aspects of program planning and implementation; (3) negotiates and recommends immunization program grantee budgets for program operations and vaccine use; (4) performs the budget execution functions of allocating Section 317 and VFC operational funding to immunization program grantees and allocating vaccine purchase budgets to Section 317 and VFC program grantees; (5) monitors vaccine budgets and operations spending; (6) supervises immunization field-assigned staff; (7) maintains and implements an effective meeting and training strategy for grantees and field staff; and (8) maintains information on immunization program grantees and coordinates the acquisition of new information. (Approved 4/11/2007)

#### Vaccine Supply and Assurance Branch (CVGBC)

(1) Assures availability of vaccine by developing, maintaining, and monitoring CDC vaccine purchase and vaccine distribution contracts that support Section 317 and VFC programs; (2) develops, maintains, and monitors CDC contracts for stockpile vaccine purchase and storage; (3) monitors the national supply and distribution of vaccines in routine domestic use; (4) allocates vaccine to immunization program grantees when the supply of a vaccine is inadequate to meet the grantees' requests for the purchase of that vaccine or when a new vaccine is introduced into routine use; (5) develops the VFC resolutions for the vaccines included in VFC

and the indicated VFC-entitled population; (6) develops, evaluates, and updates the annual routine childhood, adolescent, and adult immunization schedules; (7) provides or assures the provision of technical support to immunization program grantees on vaccine storage and handling and cold chain requirements; (8) serves as a liaison to vaccine manufacturers and vaccine distributors for vaccine supply and distribution issues; and (9) provides subject matter expertise to grantees and immunization providers for vaccine utilization and quality assurance. (Approved 4/11/2007)

#### Health Services Research and Evaluation Branch (CVGBD)

(1) Provides scientific leadership and support on immunization health services and research, and program and economic evaluation to help immunization stakeholders identify and implement effective immunization programs and practices; (2) develops, implements, and regularly revises an immunization health services research and program, and economic evaluation agenda that serves the needs of the NCIRD in protecting the public from vaccine preventable disease; (3) provides technical assistance to immunization program grantees in coordination with the Program Operations Branch project officers; (4) serves as project officers on immunization health services research and evaluation extramural projects; (5) develops and disseminates new knowledge through the conduct of studies, their presentation at national and international meetings, and publication in peer-review and other literature; and (6) serves as consultants for the science and practice of immunization programs, domestically and internationally, as needed by CDC. (Approved 4/11/2007)

#### Immunization Information System Support Branch (CVGBE)

(1) Provides leadership and technical assistance to immunization program grantees on the development and implementation of grantee-owned immunization information systems (IIS); (2) develops and disseminates effective functional standards to grantee-owned systems for managing the acquisition, storage, operation, and flow of immunization data; (3) assures evaluation of immunization program grantees' immunization information systems; (4) publishes progress toward Healthy People objectives related to immunization information systems; (5) develops and disseminates new knowledge through the conduct of studies, their presentation at national and international meetings, and publication in peer-review and other literatures; (6) provides data to support management, policy development, and priority-setting for NCIRD and ISD; (7) develops and implements an objective evaluation or measure of IIS functionality achievement through certification or other processes; and (8) promotes and fosters collaborations that support integration of immunization information systems with other health information systems. (Approved 4/11/2007)

#### Assessment Branch (CVGBG)

(1) Conducts the National Immunization Survey (NIS) to monitor immunization coverage in children, adolescents, and adults; (2) provides scientific leadership and expertise to CDC on the measurement of immunization coverage levels, and promotes use of these data in evaluation of immunization policies, programs, and impact of vaccination on health outcomes; (3) develops, maintains, and implements a strategic plan to evaluate immunization programs through the

measurement of vaccination coverage levels among children, adolescents, and adults in accordance with CDC's ACIP recommendations and the Healthy People objectives; (4) publishes results of immunization surveys relating to Healthy People objectives in MMWR, the peer reviewed literature, and the Internet; (5) uses NIS data to assess vaccination coverage and new vaccine implementation for the VFC program entitled population and enrolled providers; (6) collaborates with the National Center for Health Statistics, other CDC programs, and other federal agencies to measure vaccination coverage levels in populations not covered by the NIS; (7) provides technical assistance to state and local immunization programs on assessment of immunization coverage in schools, childcare facilities, and other populations, in collaboration with the Program Operations Branch project officers; (8) generates new knowledge on immunization coverage, program evaluation, and coverage measurement methods, and disseminate this new knowledge through presentations at national and international meetings and publication in the peer-review or other literature; and (9) provides public use data files for the NIS. (Approved 4/11/2007)

#### Education, Information, and Partnership Branch (CVGBH)

(1) Provides leadership in identification of training and education needs, and in development, implementation, delivery, and evaluation of education and training programs and materials for health care providers and the general public to improve knowledge and influence changes and attitudes to reduce vaccine-preventable diseases across the lifespan; (2) maintains and implements an effective conferencing strategy for domestic immunization activities; (3) establishes and maintains internal and external partnerships to share ideas and best practices programs, ensure consistency of national immunization messages, and minimize duplicative efforts; (4) develops plans to address emerging and future education and training, information, and collaboration needs in support of program goals; (5) promotes the application of new technologies to enhance distance learning and communication; (6) develops policy and procedures that utilize appropriate technology and resources for information and dissemination management; (7) provides immunization publications, materials, information, and awareness campaigns using a broad range of communication and distribution strategies ranging from one-on-one contact, the National Immunization Information Hotline, trade shows, national conferences, and the Internet; and (8) manages the continuing education application and award process for educational and training course offerings. (Approved 4/11/2007)

#### Influenza Division (CVGD)

The Influenza Division (ID) provides the scientific and programmatic foundation and leadership for the diagnosis, prevention, and control of influenza domestically and internationally. In carrying out its mission, the ID: (1) Conducts global and domestic surveillance to guide vaccine formulation and understand the impact of influenza; (2) develops policy for the prevention and control of influenza; (3) conducts state of the art research to better understand the evolution, antigenicity, genetic properties, antiviral susceptibility, transmissibility, pathogenicity, immune response, and other characteristics of influenza viruses for the purpose of developing better tools for the prevention and control of influenza; and (4) provides international technical assistance for outbreak investigations, the expansion of laboratory and epidemiologic capacity, and international and domestic training. (Approved 3/22/2007)

### Office of the Director (CVGD1)

(1) Manages, directs, and coordinates the activities of the division; (2) provides leadership and guidance in policy formulation, program planning and development, program management, and operations of the division; (3) identifies needs and resources for ongoing and new initiatives and assigns responsibilities for their development; (4) prepares, reviews, and coordinates informational, scientific, and programmatic documents; (5) oversees the division's activities and expenditures; (6) assures the overall quality of the science conducted by the division; (7) provides overall guidance and direction for the division's surveillance, research, and other scientific and immunization activities; (8) provides overall guidance and direction for division's epidemiologic, laboratory, and outbreak response capacity and activities; (9) oversees and facilitates the division's scientific support to other groups within CDC, the national and international healthcare, and public health communities regarding influenza research, surveillance, laboratory and immunization programs; (10) supports and conducts applied public health research directed toward improved influenza prevention and control; (11) maintains programs and provides support for national and international epidemiologic and laboratory capacity building; (12) initiates and supports national and international laboratory and epidemiologic training courses; (13) provides technical assistance to states for influenza surveillance, epidemiology, laboratory and program matters; (14) provides technical expertise for communications to partners, health care providers, other federal agencies, and the public; (15) provides technical expertise and leadership for national and international pandemic planning activities; and (16) guides and facilitates efficient coordination and cooperation for administrative, programmatic, and scientific activities within the division and with other groups within and outside of CDC. (Approved 4/11/2007)

### Viral Surveillance and Diagnostic Branch (CVGDB)

(1) Conducts diagnosis, surveillance, investigations, and studies of influenza viruses to define etiology and effective vaccine strains, drugs, and methods for prevention, diagnosis, and control of influenza; (2) conducts and collaborates in clinical and laboratory research to develop, evaluate, and improve laboratory diagnostic methods; (3) evaluates and develops antivirals for prevention and treatment of influenza; (4) receives, processes, and archives influenza virus isolates from global WHO National Influenza Centers, including highly pathogenic avian viruses from the USDA Select Agents list as the laboratory component of CDC's WHO Collaborating Center for Surveillance, Epidemiology and Control of Influenza; (5) shares isolates with other WHO collaborating laboratories, academic laboratories, private laboratories, and companies for research or as reference antigens in accordance with existing regulations; (6) maintains an extensive collection of domestic and foreign influenza virus isolates; (7) fulfills and maintains biosafety conditions (BSL-3 enhanced) required for work with exotic influenza viruses as well as with highly pathogenic viruses from the USDA Select Agents list; (8) fulfills and maintains requirements and paperwork necessary for receiving and distributing highly pathogenic avian influenza viruses from the USDA Select Agents list; (9) fulfills and maintains the requirements necessary for Clinical Laboratory Improvements Amendments (CLIA) waived diagnosis; (10) provides reference/diagnostic services and consultation on laboratory diagnosis and surveillance of influenza to state and local health departments, other Federal agencies, and

national and international health organizations; (11) provides scientific and technical assistance to other components of CDC when the work requires unique expertise or specialized equipment not available in other components; (12) provides laboratory training and diagnosis of influenza to personnel from state and local health departments and other national and international organizations; (13) performs tests and prepares documentation for the bi-annual WHO meetings on Vaccine Strain Selection for the Northern and Southern Hemispheres; and (14) collates and disseminates international virological information on influenza and provides updates to national and international partners and stakeholders. (Approved 4/11/2007)

#### Epidemiology and Prevention Branch (CVGDC)

(1) Monitors trends in influenza morbidity and mortality through surveillance of physicians, laboratories, hospitals, health departments, and death data; (2) evaluates the utility and quality of surveillance for influenza and modifies surveillance to meet ongoing needs and challenges; (3) provides leadership in training domestic and international partners in influenza surveillance methods; (4) utilizes surveillance data to inform national and international research and policy programs; (5) provides national leadership for creation of recommendations for influenza vaccine and antiviral use; (6) provides leadership and technical support for domestic and international plans to prepare for pandemic influenza; (7) evaluates surveillance and control strategies through applied research projects; (8) communicates information regarding influenza surveillance, outbreaks, novel subtypes, critical research, and clinical issues to partners and the public through appropriate lay and scientific media; (9) assists state and local health departments to conduct outbreak investigations when needed and to address critical public health issues; (10) supports international efforts to investigate human cases of influenza due to novel subtypes; (11) provides technical support for global efforts to implement and evaluate disease surveillance for influenza; (12) conducts studies to evaluate the effectiveness of influenza vaccination and of antiviral use in the United States (U.S.); (13) models the spread of pandemic influenza and evaluates the effectiveness of various response strategies; (14) provides a resource for U.S. partners, physicians, and public regarding influenza diagnosis and treatment; (15) provides leadership in vaccine science and policy; and (16) provides technical support to CDC's Immunization Safety Office in vaccine safety risk assessment and in vaccine safety risk management for influenza. (Approved 4/11/2007)

#### Molecular Virology and Vaccines Branch (CVGDD)

(1) Conducts phylogenetic studies to assess threat from variant influenza viruses with pandemic potential and to select vaccine candidates; (2) conducts research to identify novel predictors of the evolutionary success of new hemagglutinin variants; (3) identifies critical determinants of the emergence, virulence, and spread of pandemic or potentially pandemic influenza viruses using molecular, cellular, and animal models; (4) analyzes virus-host interactions for viruses with differences in virulence and host range using genomics and proteomics; (5) uses molecular methods to explore differences in receptor binding and determines the impact on virus host range and pandemic potential; (6) conducts structural and functional studies of epidemic influenza viruses to identify determinants of attenuation, virulence, and other phenotypic properties; (7) generates influenza vaccine reference strains for viruses with epidemic or pandemic potential using state-of-the-art molecular techniques in a GLP facility; (8) develops influenza vaccines that

elicit intra- or inter-subtype protection using advanced techniques; (9) conducts studies to develop or improve interventions to prevent and control influenza; and (10) provides expert consultation and training on molecular virology, risk assessment, and vaccinology within CDC and HHS as well as for WHO, the private sector, other stakeholders and partners. (Approved 4/11/2007)

#### Immunology and Pathogenesis Branch (CVGDE)

(1) Investigates the correlates of immunity to influenza infection and vaccination; (2) develops more effective influenza vaccine strategies for people of all ages; (3) conducts research to determine effects of aging on immunity to influenza; (4) establishes in vivo and in vitro model systems to evaluate the relative virulence of novel influenza strains and identify their potential to cause human disease; (5) identifies viral and host cell factors that contribute to the virulence and transmissibility of influenza viruses in mammals; (6) develops and performs preclinical evaluation of novel measures of control and prevention of epidemic and pandemic influenza viruses; (7) develops and uses immunologic methods to identify human infection with novel influenza viruses and evaluate pandemic vaccine immunogenicity; (8) provides laboratory support in assessing immune responses for outbreak investigations and clinical trials; and (9) provides leadership and guidance for other federal agencies, non-governmental agencies, industry partners in validation of novel methods for the evaluation of human immunity to novel influenza viruses; and (10) provides leadership and guidance for other federal agencies and non-governmental agencies for biosafety standards for laboratory work with influenza viruses. (Approved 4/11/2007)

#### Division of Viral Diseases (CVGE)

The Division of Viral Diseases (DVD) prevents disease, disability, and death through immunization and by control of respiratory, enteric, and related viral diseases. In carrying out this mission, the DVD: (1) Conducts surveillance and related activities; supports and provides technical assistance to state and local health departments to conduct surveillance and related activities to monitor the impact of vaccination and other prevention programs; and determine patterns of infection and disease; (2) conducts epidemiologic and laboratory studies to define patterns of, and risk factors for, infection, disease, and disease burden; estimates vaccine effectiveness, determines cost effectiveness of vaccines, and evaluates other aspects of immunization practices; identifies and evaluates non-vaccine prevention strategies; and provides epidemiological and laboratory expertise to other NCs, collaborators, and partners on vaccine and other prevention strategies; (3) provides consultation on viral vaccine preventable, respiratory, and enteric diseases, and the use of vaccines and other measures to prevent infections; (4) provides consultation and support and/or participates in investigations of national and international outbreaks of viral vaccine preventable and other respiratory and enteric viral diseases, and recommends appropriate control measures; (5) provides scientific leadership and advice, analyzes available data, and develops science-based statements for viral vaccines to the ACIP and other groups to support the development and evaluation of immunization practices and policies in the U.S and internationally; (6) provides laboratory support for surveillance and epidemiologic studies and maintains reference/diagnostic services and expertise; (7) conducts studies of immunology and pathogenesis of disease and the biology, biochemical, genetic and

antigenic characteristics of the agents; (8) develops, evaluates, and improves diagnostic methods and reagents, and transfers assays and techniques to other public health laboratories; (9) facilitates and participates in the development and evaluation of antiviral compounds, vaccines, and vaccination programs; (10) provides and supports public health training; (11) responds to and assists internal and external partners on other public health problems of national and international significance, as needed; (12) provides technical support to state immunization programs for all aspects of vaccine-preventable diseases and their vaccines; (13) provides leadership in vaccine science; and (14) supports CDC's Immunization Safety Office in vaccine safety risk assessment and leadership in vaccine safety risk management. (Approved 3/22/2007)

#### Office of the Director (CVGE1)

(1) Manages, directs, and coordinates the activities of the division; (2) provides leadership and guidance in policy formulation, program planning and development, program management, and operations of the division; (3) identifies needs and resources for ongoing and new initiatives and assigns responsibilities for their development; (4) prepares, reviews, and coordinates informational, scientific, and programmatic documents; (5) oversees the division's activities and expenditures; (6) assures the overall quality of the science conducted by the division; (7) provides overall guidance and direction for the division's surveillance, research, and other scientific and immunization activities; (8) provides overall guidance and direction for division's epidemiologic, laboratory, and outbreak response capacity and activities; (9) oversees and facilitates the division's scientific support to other groups within CDC, the national and international healthcare, and public health communities regarding viral respiratory and enteric diseases and viral immunization programs; and (10) guides and facilitates efficient coordination and cooperation for administrative, programmatic, and scientific activities within the division and with other groups inside and outside of CDC. (Approved 4/11/2007)

#### Epidemiology Branch (CVGEB)

(1) Conducts surveillance and related activities, and supports and provides technical assistance to state and local health departments to conduct surveillance and related activities to monitor the impact of vaccination and other prevention programs, and determine patterns of infection and disease; (2) conducts epidemiologic and laboratory studies to define patterns of and risk factors for infection, disease, and disease burden; estimate vaccine effectiveness, determine cost effectiveness of vaccines, and evaluate other aspects of immunization practices; identify and evaluate non-vaccine prevention strategies; and provide epidemiological and laboratory expertise to other NCs, collaborators, and partners on vaccine and other prevention strategies; (3) provides consultation on viral vaccine preventable, respiratory and enteric diseases, and the use of vaccines and other measures to prevent infections; (4) provides consultation and support and/or participates in investigations of national and international outbreaks of viral vaccine preventable and other respiratory and enteric viral diseases, and recommends appropriate control measures; (5) provides scientific leadership and advice, analyzes available data, and develops science-based statements for viral vaccines to the ACIP and other groups to support the development and evaluation of immunization practices and policies in the U.S and internationally; provides and supports public health training; and (6) responds to and assists internal and external partners on

other public health problems of national and international significance, as needed. (Approved 4/11/2007)

#### Polio and Picornavirus Laboratory Branch (CVGEC)

(1) Provides laboratory assistance, technical expertise and support for surveillance and related activities to monitor impact of vaccination and other prevention programs, and determine patterns of infection and disease; (2) provides laboratory support and technical expertise for epidemiologic and laboratory studies to define patterns and risk factors for infection, disease, and disease burden; study vaccine-related issues; and, identify and evaluate non-vaccine prevention strategies; (3) provides laboratory consultation and technical expertise regarding use of vaccines and other measures to prevent infections to other NCs, collaborators, and partners; (4) provides laboratory consultation and support and/or participates in investigations of national and international outbreaks of viral vaccine preventable and other respiratory and enteric viral diseases; (5) provides laboratory leadership and technical expertise to develop science-based statements to Global Polio Eradication Initiative, the ACIP, and other groups to support the development and evaluation of immunization practices and policies in the U.S and internationally; (6) provides laboratory support for surveillance and epidemiologic studies and maintains reference/diagnostic services and expertise; (7) conducts studies of immunology and pathogenesis of disease and the biology, biochemical, genetic, and antigenic characteristics of the agents; (8) develops, evaluates, and improves diagnostic methods and reagents, transfers assays and techniques to national and international public health laboratories, and provides and supports training for laboratorians; (9) facilitates and participates in the development and evaluation of antiviral compounds, vaccines, and vaccination programs; (10) responds to and assists internal and external partners on other public health problems of national and international significance as needed; and (11) serves as the National Reference Laboratory (poliovirus and enteroviruses), WHO Collaborating Center for Poliovirus and Enteroviruses Virus Reference and Research, and WHO Global Specialized Polio Reference Laboratory. (Approved 4/11/2007)

#### Measles, Mumps, Rubella, and Herpes Virus Laboratory Branch (CVGED)

(1) Provides laboratory assistance, technical expertise, and support for surveillance and related activities to monitor impact of vaccination and other prevention programs, and determine patterns of infection and disease; (2) provides laboratory support and technical expertise for epidemiologic and laboratory studies to define patterns and risk factors for infection, disease, and disease burden; study vaccine-related issues; and, identify and evaluate non-vaccine prevention strategies; (3) provides laboratory consultation and technical expertise regarding use of vaccines and other measures to prevent infections to other NCs, collaborators and partners; (4) provides laboratory consultation and support and/or participates in investigations of national and international outbreaks of viral vaccine preventable and other respiratory and enteric viral diseases and recommends appropriate control measures; (5) provides laboratory leadership and technical expertise to develop science-based statements for viral vaccines to the ACIP and other groups to support the development and evaluation of immunization practices and policies in the U.S. and internationally; (6) provides laboratory support for surveillance and epidemiologic

studies and maintains reference/diagnostic services and expertise; (7) conducts studies of immunology and pathogenesis of disease and the biology, biochemical, genetic, and antigenic characteristics of the agents; (8) develops, evaluates, and improves diagnostic methods and reagents; transfers assays and techniques to other public health laboratories; and, provides and supports laboratory training; (9) facilitates and participates in the development and evaluation of antiviral compounds, vaccines, and vaccination programs; (10) responds to and assists internal and external partners on other public health problems of national and international significance as needed; and (11) serves as the National Reference Laboratory (Measles, Mumps, Rubella and VZV), PAHO Regional and WHO Global Specialized Laboratory (Measles and Rubella). (Approved 4/11/2007)

#### Gastroenteritis and Respiratory Virus Laboratory Branch (CVGEE)

(1) Provides laboratory assistance, technical expertise, and support for surveillance and related activities to monitor the impact of vaccination and other prevention programs, and determine patterns of infection and disease; (2) provides laboratory support and technical expertise for epidemiologic and laboratory studies to define patterns and risk factors for infection, disease, and disease burden; study vaccine-related issues; and, identify and evaluate non-vaccine prevention strategies; (3) provides laboratory consultation and technical expertise regarding use of vaccines and other measures to prevent infections to other NCs and collaborators and partners; (4) provides laboratory consultation and support and/or participates in investigations of national and international outbreaks of viral vaccine preventable and other respiratory and enteric viral diseases, and recommends appropriate control measures; (5) provides laboratory leadership, advice and technical expertise to develop science-based statements for viral vaccines to the ACIP and other groups to support the development and evaluation of immunization practices and policies in the U.S. and internationally; (6) provides laboratory support for surveillance and epidemiologic studies and maintains reference/diagnostic services and expertise; (7) conducts studies of immunology and pathogenesis of disease and the biology, biochemical, genetic, and antigenic characteristics of the agents; (8) develops, evaluates, and improves diagnostic methods and reagents, and transfers assays and techniques to other public health laboratories and provides and supports laboratory training; (9) facilitates and participates in the development and evaluation of antiviral compounds, vaccines, and vaccination programs; (10) responds to and assists internal and external partners on other public health problems of national and international significance as needed; and (11) serves as WHO Collaborating Centers for Respiratory Viruses other than Influenza and for Rotavirus and Other Viral Agents of Gastroenteritis. (Approved 4/11/2007)

#### Division of Bacterial Diseases (CVGG)

The Division of Bacterial Diseases (DBD) prevents respiratory and vaccine-preventable diseases caused by bacteria and leads the control of antimicrobial resistance in the community through strategic planning, coordination, scientific investigation, and leadership. In carrying out its mission, DBD: (1) Conducts and assists state and local health departments to conduct surveillance, and prepares and distributes surveillance information; (2) conducts epidemiologic and laboratory studies to define etiology, patterns of disease, disease burden, and risk factors; determines safety, effectiveness, and cost effectiveness of vaccines, updates immunization

policy, and evaluates other aspects of immunization practices; and identifies and evaluates other (non-vaccine) prevention strategies; (3) provides consultation on the use of bacterial vaccines and other measures to prevent infections; (4) participates, provides consultation, and supports investigations of outbreaks, epidemics, and other public health problems in the U.S. and internationally, and recommends and evaluates appropriate control measures; (5) provides scientific leadership for development and evaluation of immunization policy related to vaccines in the U.S. by compiling and analyzing information on vaccine-preventable diseases and helping prepare statements on bacterial vaccines for the ACIP and other groups to support the development and evaluation of immunization policy; in international settings, provides guidance and technical expertise on VPD policy development; (6) provides laboratory support for surveillance and epidemiologic studies and reference diagnostic services, to state and local health departments, other federal agencies, and national and international health organizations; (7) conducts studies of the biology, biochemical, genetic, and antigenic characteristics, immunology and pathogenesis of disease; (8) develops, analyzes, and improves diagnostic methods and reagents; (9) facilitates development and evaluation of immunologic compounds, vaccines and vaccination programs; (10) provides intramural and extramural assistance with professional training; (11) assists internal and external partners with other public health problems of national and international significance when needed; (12) provides technical support to state immunization programs for all aspects of vaccine-preventable diseases and their vaccines; (13) provides leadership in vaccine science; and (14) supports CDC's Immunization Safety Office in vaccine safety risk assessment and leadership in vaccine safety risk management. (Approved 3/22/2007)

#### Office of the Director (CVGG1)

(1) Directs, coordinates, and manages the programs and activities of the division; (2) provides leadership and guidance on policy, program planning and development, program management, and operations; (3) coordinates or assures coordination with the appropriate CDC, CCID, and NCIRD offices on administrative and program matters; (4) reviews, prepares, and coordinates congressional testimony and briefing documents related to bacterial respiratory and vaccine preventable diseases, and analyzes programmatic and policy implications of legislative proposals; (5) serves as CDC, CCID, and NCIRD's primary internal and external communications contact regarding bacterial respiratory and vaccine-preventable disease issues; (6) advises CDC, CCID, and NCIRD on policy matters concerning the division's programs and activities; (7) assures the overall quality of the science conducted by the division; (8) guides and facilitates efficient coordination and cooperation for administrative, programmatic, and scientific activities within the division, and with other groups in and outside of CDC; (9) provides statistical methodology and participates in the division's outbreak investigations and disease reporting systems for ongoing surveillance; (10) develops new methods or adapts existing methods for statistical applications in epidemiologic or laboratory research studies for the division; (11) provides statistical consultation for epidemiologic and laboratory research studies conducted by the division; (12) assists researchers with statistical aspects of report writing and prepares statistical portions of papers, protocols, and reports written by staff of the division; and (13) trains professional staff of the division in statistical methods. (Approved 4/11/2007)

### Respiratory Diseases Branch (CVGGB)

(1) Provides assistance and control of epidemics and works to improve control and prevention of respiratory and other syndromes caused by *Streptococcus pneumoniae*, group A and group B streptococci, atypical respiratory bacteria (Legionella, Mycoplasma, and Chlamydia species), and *Haemophilus influenzae* in resource-poor areas, as well as community-acquired drug resistant bacterial infections, community-acquired pneumonia, otitis media, and neonatal sepsis; (2) develops, implements, and evaluates prevention methods for these diseases, including vaccines and non-vaccine strategies; (3) provides consultation and support to domestic and international partners on use of vaccines and other prevention measures to reduce bacterial respiratory diseases; (4) coordinates activities within and outside the division related to Active Bacterial Core surveillance with the Emerging Infections Program states, and assists with coordination of other surveillance platforms that include bacterial respiratory diseases; (5) directs, develops, implements, and evaluates activities to improve use of antibiotics in the community; (6) provides reference and diagnostic activities for respiratory bacterial diseases and for the identification of unknown gram positive cocci; (7) develops and evaluates new diagnostic methods for bacterial respiratory pathogens; (8) develops, maintains, and implements genetic analyses of bacteria to enhance surveillance programs, outbreak investigations, and public health research; and (9) collaborates with other CDC groups, state and federal agencies, ministries of health, WHO, PAHO, private industry, academia, and other governmental organizations involved in public health. (Approved 4/11/2007)

### Meningitis and Vaccine Preventable Diseases Branch (CVGGC)

(1) Provides assistance in control of endemic and epidemic disease and exploits opportunities to improve control and prevention of bacterial illness including: disease due to *Neisseria meningitidis*, *Haemophilus influenzae* infections, diphtheria, pertussis, tetanus, and bacterial meningitis syndrome; (2) provides reference and diagnostic activities for agents causing these diseases as well as *Bacillus anthracis*; (3) provides cross-cutting vaccine responsibilities for the division of bacterial diseases; and develops, implements and evaluates prevention strategies for these bacterial diseases; (4) develops, implements, and evaluates vaccines and vaccine candidates for these bacterial diseases as well as immunotherapeutics for *Bacillus anthracis*; (5) conducts surveillance and epidemiological research for meningococcal disease, *H. influenzae* infections, diphtheria, pertussis, tetanus, and bacterial meningitis syndrome; (6) maintains WHO Collaborating Center for Control and Prevention of Epidemic Meningitis and WHO Collaborating Center for Research and Reagents for Human Immunoglobulin Subclasses; (7) provides a center of excellence for the study of immunologic response to infection, vaccination, and therapeutic interventions for bacterial diseases; (8) collaborates with other CDC groups, state and federal agencies, ministries of health, WHO, PAHO, private industry, and other governmental organizations involved in public health; (9) serves as the NCIRD lead for bioterrorism activities; and (10) supports the Vaccine Analytic Unit which uses data from the Defense Medical Surveillance System to assess whether specific longer term adverse events are associated with anthrax and other biodefense vaccines. (Approved 4/11/2007)