

## **Public Health Surveillance Program Office (CPJ)**

The Public Health Surveillance Program Office (PHSPO) manages national public health surveillance systems which have cross-cutting utility for multiple CDC programs, develops new surveillance methods and information resources, and coordinates efforts to improve the efficiency and effectiveness of surveillance systems in public health practice. These activities are conducted in collaboration with others at CDC and with CDC partners.

### Office of the Director (CPJ1)

(1) Leads the development of policy, long-range plans, and programs of the PHSPO; (2) develops contracts, cooperative agreements, and grants supporting OSELS; (3) serves as the focus for the coordination of surveillance science and programs across CDC; (4) oversees the operation and enhancement of cross-cutting surveillance systems maintained by PHSPO divisions; (5) plans, directs, enhances and collaboratively supports national surveillance programs and technology initiatives, including the use of electronic health records, improving the nation's capability to monitor disease and provide public health situational awareness; and provides technical assistance and technology transfer to state and local health departments and other public health constituents in support of public health programs; (6) develops strategy and planning, and provides leadership and guidance on strategic planning, policy, program and project priority planning and setting, program management and operations; (7) facilitates coordination of surveillance activities across local, state, federal jurisdictions/agencies, including surveillance programs that are part of public health emergency preparedness and response programs through the Biosurveillance Coordination Unit; facilitates and enhances development of surveillance systems based on use of information from electronic health records/electronic medical records and state and local health department surveillance; (8) supports public health linkages with health information exchanges and collaborates with OSELS informatics development projects to assure effective links to public health practice (e.g. Health Information Exchange projects, Centers of Excellence in Public Health Informatics); (9) sponsors key programs related to the goals of the PHSPO; (10) provides leadership to OSELS, CDC, and other organizations about best practices for surveillance based on research and scientific evidence; (11) conducts applied scientific research and evaluations related to the development and operation of surveillance systems; (12) promotes a multidisciplinary approach (epidemiology, statistics, informatics, program evaluation, economic, qualitative, etc.) to assure that CDC surveillance systems serve public health program objectives; and (13) supports the development of surveillance tools to track the public health impact of healthcare reforms.

### Business Management Activity (CPJ12)

(1) Provides leadership, oversight, and guidance in the management and operations of PHSPO programs; (2) plans, coordinates, and provides administrative management support, advice, and guidance to PHSPO Program Office, involving the areas of fiscal management, procurement, property management, personnel, travel, and other administrative services; (3) coordinates the development of the PHSPO annual budget request; (4) conducts management analyses of PHSPO programs and staff to ensure optimal utilization of resources and accomplishment of program objectives; (5) plans, allocates, and monitors PHSPO resources; (6) maintains alliances

and collaborates with other CDC components and external organizations in support of PHSP0 management and operations; (7) works closely with other federal agencies involved with PHSP0 interagency agreements; (8) coordinates PHSP0 requirements relating to procurement, grants, cooperative agreements, materiel management, and 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 PHSP0; and (11) prepares special reports and studies, as required, in the administrative management areas.

### Partnerships and Planning Activity (CPJ13)

(1) Establishes and maintains relationships across CDC and with CDC partners, including state, local, territorial, and tribal public health agencies (and the organizations that represent public health officials), other federal agencies, the healthcare sector, professional organizations, and other constituents that inform the direction and management of PHSP0 programs; (2) links PHSP0 experts to CDC staff and partners to support surveillance practice and development; (3) promotes and disseminates information regarding best practices for surveillance methods, processes, policies, and standards; (4) promotes initiatives that advance the science and practice of surveillance, including strengthening the interface between public health and health care systems, e.g. the National Health Information Network and the Public Health Information Network; (5) enhances and maintains partnerships with other federal agencies, state and local public health departments, national organizations, health plans, care networks, and regional health information networks to meet public health informatics needs; (6) promotes a coordinated approach to surveillance science across CDC; (7) provides oversight for a federal advisory committee, including representatives from state, local, CDC and other federal government public health authorities and appropriate private sector healthcare entities to ensure that the federal government is enhancing state and local government public health surveillance capability; and (8) provides advice and guidance to CDC programs to advance the science of public health surveillance and to promote effective use of surveillance information in meeting CDC's mission.

### Biosurveillance Coordination Activity (CPJ14)

(1) Enhances the nation's Biosurveillance capability by leading the development of a national biosurveillance strategy for human health which establishes priorities for the nation's next-generation biosurveillance capability and provides timely, comprehensive, and accessible information to strengthen public health practice, provide value to clinicians, and builds upon current systems and resources; (2) establishes and maintains relationships across CDC and with external partners in other federal agencies, state, local, tribal, territorial, international surveillance organizations, and health care organizations and practitioners, to inform the direction and management of the biosurveillance enterprise; (3) links subject matter experts to efforts to support biosurveillance practice and development; (4) provides leadership for and outreach to biosurveillance stakeholders external to CDC; (5) provides oversight or manages federal advisory committees/subcommittees, including representatives from state and local government public health authorities, public and private biosurveillance stakeholders, and appropriate private sector health care entities; (6) establishes and maintains national registry of biosurveillance systems, programs, collaboratives, registries, and tools; and (7) provides advice and guidance to CDC programs in order to advance the science of biosurveillance and promote effective use of

biosurveillance information in meeting CDC's mission.

#### Division of Healthcare Information (CPJB)

(1) Facilitates and advances the integration of informatics, epidemiologic, and statistical methods in developing the use of automated healthcare information systems in public health surveillance; (2) promotes the objective that public health program goals guide the development of new surveillance methods and the operation of national surveillance systems managed by the Division of Healthcare Information (DHI); (3) establishes division goals, objectives, and priorities; (4) reports surveillance information to inform public health interventions; (5) monitors progress in implementation of projects and achievement of objectives; (6) plans, allocates, and monitors resources; (7) provides management administrative and support services, and coordinates with the OSELS on program and administrative matters; (8) interacts with other CDC organizations, other governmental agencies, private organizations, and other outside groups in developing and promoting the use of automated healthcare information systems for surveillance purposes; (9) provides scientific leadership and guidance to the division to assure highest scientific quality and professional standards; (10) facilitates the development of a distributed network of networks to connect public health at the local, state and regional level through health departments and health information exchanges, and facilitate the simultaneous sharing of real-time data, information and knowledge exchange; (11) promotes the integration of public health data and standards, as well as approaches to disseminate and access such data; (12) identifies and evaluates automated data sources (healthcare, administrative, others) that can be developed for use in public health surveillance across a spectrum of public health programs; (13) develops and applies analytic methods to detect and characterize unusual trends in surveillance data that may herald the emergence of public health threats; (14) applies informatics tools to the development of new surveillance information resources, and promotes efforts to assure that the development of informatics tools is informed by experience from surveillance practice; (15) develops and manages surveillance applications and related analytic activities; (16) supports the development and use of automated surveillance systems by state, local, territorial, or tribal public health agencies and the national aggregation of data from these systems for regional and national surveillance purposes; (17) supports and conducts research and evaluation projects that improve the ability of public health practitioners to use automated healthcare information for surveillance; and (18) manages and promotes development of surveillance systems that support public health emergency preparedness and response functions, such as event detection, characterization, and monitoring (e.g., situational awareness).

#### Office of the Director (CPJB1)

(1) Provides overall vision and strategic direction for the activities of DHI; (2) plans, directs, coordinates, implements, and manages DNDS operational activities; and (3) provides financial oversight of DHI activities.

#### Division of Notifiable Disease Surveillance (CPJC)

(1) Provides leadership to OSELS, CDC, and other organizations to promote and support effective public health surveillance for notifiable diseases and conditions; (2) promotes the

application of epidemiologic, statistical, and informatics methods in these surveillance systems from local to state to federal/CDC levels; (3) establishes division goals, objectives, and priorities; (4) monitors progress in implementation of projects and achievement of objectives; (5) plans, allocates, and monitors resources; (6) provides liaison with other CDC organizations, other governmental agencies, private organizations, and other outside groups; (7) provides scientific leadership and guidance to the division to assure highest scientific quality and professional standards; (8) promotes the coordination, evaluation and integration of public health surveillance and informatics systems across CDC and public health; (9) develops pilot projects to test the feasibility of implementing new statistical or informatics tools to support notifiable disease surveillance; (10) promotes the integrated collection and implementation of public health monitoring data; (11) collaborates with local, state, and national public health entities to develop an efficient, effective, interoperable public health monitoring system; and (12) assures that data are available on a timely basis and in readily useable formats to epidemiologists in CDC programs responsible for the prevention and control of specific notifiable diseases.

#### Office of the Director (CPJC1)

(1) Provides overall vision and strategic direction for the activities of the Division of Notifiable Disease Surveillance (DNDS); (2) plans, directs, coordinates, implements, and manages DNDS operational activities; and (3) provides financial oversight of DNDS activities.

#### Division of Behavioral Surveillance (CPJD)

(1) Directs, plans and coordinates all activities related to the Behavior Risk Factor Surveillance System (BRFSS), a nationwide program for state-specific surveillance, which main focus is on chronic conditions and risk behaviors; (2) facilitates coordination of BRFSS surveillance activities across all states and CDC programs; (3) provides support to build state capacity for BRFSS survey operations and data management, and for the analysis, dissemination, and use of the data by state agencies and universities to set public health priorities and monitor public health programs; (4) develops guidelines and criteria for the enhancement of behavioral risk factors at state level including managing and supporting cross cutting research in BRFSS methodology; (5) delivers credible information to CDC scientists, public health community and the general public by delivering timely data of high degree of validity and reliability; (6) supports and enhances analysis and dissemination of information from the BRFSS to promote the broad use and application of BRFSS results and findings by policy and decision makers, public health professionals, and other relevant audiences through communication channels and formats appropriate to these constituencies; (7) plans and coordinates cross cutting research related to survey methodology; (8) provides scientific leadership and guidance to surveillance programs to assure highest scientific quality and professional standards related to BRFSS; (9) provides leadership to CDC and other organizations to promote and support effective and flexible public health surveillance for chronic conditions including any emerging public health issue; and (10) builds and manages mental health surveys and provides support to build state capacity for use of mental health data and set mental health priorities; and (11) provides administrative and management support, as required, for states and territories including oversight of grants, cooperative agreements, and reimbursable agreements.

Office of the Director (CPJD1)

(1) Provides overall vision and strategic direction for the activities of the Division of Behavioral Surveillance (DBS); (2) plans, directs, coordinates, implements, and manages DBS operational activities; and (3) provides financial oversight of DBS activities.