

## **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; (13) synchronizes all aspects of CDC's pandemic influenza preparedness and response from strategy through implementation and evaluation; and (14) implements, coordinates, and evaluates programs across NCIRD, Office of Infectious Diseases (OID), and CDC to optimize public health impact. (Approved 11/12/2015)

### 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 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 Coordination Unit (CVG18)

The mission of the Influenza Coordination Unit (ICU) is to synchronize all aspects of CDC's pandemic influenza preparedness and response from strategy through implementation and evaluation. In carrying out its mission, the ICU: (1) serves as the principal advisor to the CDC Director on pandemic influenza preparedness and response activities, assisting the Director in formulating and communicating strategic pandemic initiatives and policies; (2) provides strategic leadership for CDC in the areas of pandemic preparedness and response, including setting priorities and promoting science, policies, and programs related to pandemic influenza; (3) strategically manages a budget and allocates funds across the agency to ensure appropriate resources for high priority areas; and (4) conducts ongoing evaluation and adjustment of pandemic preparedness and response activities, in coordination with the National Response Framework and other emergency preparedness guidance, to ensure optimal public health effectiveness and efficient use of human and fiscal resources by developing and leading an exercise program for the Agency, in collaboration with HHS and other partners.  
(Approved 11/12/2015)

#### Immunization Services Division (CVGB)

The Immunization Services Division (ISD) protects individuals and communities from vaccine-preventable diseases through provision of federal funds and contracts to purchase and distribute vaccine, provision of technical and financial support of immunization programs, provider and public education, and evaluation and research. (Approved 10/29/2014)

#### Office of the Director (CVGB1)

(1) Coordinates the division's program, policy, scientific activities and provides leadership for domestic programmatic activities; (2) links strategies and priorities of the primarily program-

focused ISD branches with other NCIRD divisions working in the area of domestic immunizations and vaccine-preventable diseases; (3) facilitates development and ongoing implementation of vaccine coverage surveillance, health services and economic research, and program evaluation across the ISD branches; (4) interfaces with other CDC CIOs working in the area of immunizations and vaccine preventable diseases; (5) provides guidance for the protection of research subjects, OMB/PRA compliance, and scientific review and clearance of manuscripts and other written materials produced by ISD branches; (6) provides leadership for domestic adult immunizations in the ISD; (7) provides leadership across the branches with respect to linking preparedness and response elements to the overall influenza prevention and control strategy, and interfaces with other parts of CDC with this strategy; (8) represents ISD in other preparedness activities with vaccines as countermeasures; (9) in close coordination with NCIRD's Office of Policy, provides policy support to the ISD; (10) as appropriate, works through the NCIRD Office of Policy to serve as liaison to other policy offices, other government agencies, and external partners on policy, program, legislative, and budgetary issues related to ISD; (11) conducts policy analysis; (12) advises ISD leadership on policy and partnership issues and supports Center efforts in the management of Congressional and government relations; (13) manages cross-cutting policy issues within ISD and, as appropriate, with other policy offices within the Center and CDC; (14) provides direct management oversight and execution of national vaccine supply contracts; (15) provides direct management and execution of procurement requisitions, contracts, and cooperative agreements, and performs administrative tasks related to initiating, processing, and maintaining interagency agreements; (16) provides direct management and execution of the administrative aspects of human resources across ISD, including training, and administration of policies and guidelines developed among others, by the Department of Health & Human Services, CDC Ethics Office, Office of the Chief Financial Officer, Office of Commissioned Corps Personnel, Office of Personnel Management, and Procurement and Grants Office; (17) provides direct management and execution of the coordination of office facilities, and supplies technical guidance and expertise regarding occupancy and facilities management including emergency situations; (18) provides direct and daily management and execution of the distribution, accountability, and maintenance of CDC property and equipment; and (19) provides direct and daily management and execution of domestic travel processing for federal employees, Commissioned Corps, and all CDC-invited guests. (Approved 10/29/2014)

#### Program Operations Branch (CVGGB)

(1) Serves as CDC's primary interface with eligible immunization cooperative agreement awardees, supporting the awardees with development, implementation, assessment, and promotion of immunization-related activities with the goal of achieving and sustaining high immunization coverage level; (2) administers the Vaccines For Children (VFC) and Section 317 programs for eligible awardees; (3) provides technical assistance to awardees on program implementation, including implementation of all components of the VFC and Section 317 cooperative agreement; (4) monitors VFC and Section 317 cooperative agreement awardee performance; (5) manages immunization field staff; (6) supports efforts to assure accountability in the use of vaccines purchased with federal funding; (7) assures accountability of federal funds used to purchase vaccines; and (8) identifies and evaluates methods to improve immunization service delivery. (Approved 10/29/2014)

### Vaccine Supply and Assurance Branch (CVGBC)

(1) Oversees all aspects of domestic vaccine purchase and distribution; (2) manages centralized vaccine distribution contracts; (3) establishes and manages vaccine purchase contracts; (4) creates and maintains pediatric vaccine stockpiles; (5) coordinates and reviews awardee spend plans for vaccine ordering; (6) manages national vaccine supply shortages, including public vaccine allocations when needed; (7) tracks and monitors national seasonal influenza vaccine distribution; (8) conducts data analyses related to vaccine purchase and distribution; (9) provides storage and handling technical assistance; (10) provides awardee support and conducts planning and testing in Vaccine Tracking System (VTrckS); and (11) develops VFC program resolutions for the Advisory Committee on Immunization Practices (ACIP). (Approved 10/29/2014)

### Immunization Information System Support Branch (CVGBE)

(1) Supports the CDC vision of “A nation without vaccine-preventable disease, disability, and death” by making high quality data from immunization information systems (IIS) available to clinical, administrative, public health, and other immunization stakeholders; (2) provides leadership, operational, technical and resource support to develop a nationwide network of fully operational and integrated IIS and other health systems; (3) ensures high-quality IIS data and system functionality by identifying, developing, implementing, promoting, and evaluating standards and best practices; (4) promotes the effective use of IIS data and system functions to support vaccination providers, public health programs, other immunization stakeholders, and policy needs; (5) monitors, evaluates, and reports emerging industry and environmental trends that influence IIS operations; and (6) supports the exchange of information about IIS and collaborative efforts to advance IIS operations with partners. (Approved 10/29/2014)

### Assessment Branch (CVGBG)

(1) Lead domestic vaccination coverage assessment across the lifespan; (2) assess the impact of interventions, policies and disseminating and promoting use of this information to improve vaccination coverage; (3) conducts assessment of vaccination coverage, related health services, and other factors associated with vaccination across the lifespan; (4) conducts and manages the National Immunization Survey (NIS) to assess vaccination coverage and related information among children aged 19-35 months and 13-17 years, and as needed, other age groups; (5) collects, analyzes, and disseminates accurate and timely vaccination coverage and related information using the NIS and other survey mechanisms and clinical data sources; (6) assists national, state and local immunization programs in collection, analysis, interpretation, and use of vaccination coverage assessment and evaluation information to guide policy and program activities; (7) conducts research and evaluations to assess and reduce racial/ethnic and other disparities in vaccination, evaluate impact of interventions, policies, and program activities on vaccination coverage, and measure disease and economic impact of specific interventions and vaccination programs; and (8) conducts research to evaluate and improve the validity and cost-effectiveness of NIS and other assessment systems used to collect vaccination coverage data. (Approved 10/29/2014)

### Communication and Education Branch (CVGBH)

(1) Works through communications and educational efforts to improve knowledge and influence changes in behavior of domestic health care providers and the general public to reduce vaccine-preventable diseases across the life span; (2) collaborate with NCIRD Health Communication Science Office (HCSO) to develop communications strategies and provide communications and media support for ISD; (3) develops and disseminates domestic immunization messages, materials, and educational offerings for health care providers and consumers related to ISD's scientific and programmatic work; (4) supports the CDC immunization response system; (5) collaborates with national immunization partner groups to achieve programmatic goals; (6) through NCIRD HCSO provides technical assistance for national immunization communications campaigns; (7) provides Continuing Education credits for immunization-related education and training products; and (8) participates on the ACIP work groups and develops and promotes ACIP schedules and recommendations. (Approved 10/29/2014)

### Influenza Division (CVGD)

The Influenza Division (ID) improves global control and prevention of seasonal and novel influenza and improves influenza pandemic preparedness and response. In collaboration with domestic and global partners, the ID: (1) builds surveillance and response capacity; (2) monitors and assesses influenza viruses and illness; (3) improves vaccines and other interventions; and (4) applies research to provide science-based enhancement of prevention and control policies and programs. (Approved 5/2/2013)

### Office of the Director (CVGD1)

Provides vision, leadership and direction for the division; (2) fosters external partnerships and cross-cutting activities that support quality science and strong global partnerships; (3) provides leadership and guidance in policy formulation; (4) provides support for national and international capacity building programs; (5) provides technical expertise and leadership for national and international pandemic preparedness activities; and (6) provides technical expertise for communications, information technology, genomic sequencing, and reagent resources. (Approved 5/2/2013)

### Virology, Surveillance and Diagnosis Branch (CVGDB)

(1) Conducts comprehensive antigenic, phenotypic, genotypic, structural, and evolutionary characterization of human and animal influenza viruses; (2) performs genetic and antigenic pandemic risk assessment of novel influenza viruses; (3) develops and evaluates novel and seasonal candidate vaccine viruses; (4) provides expert guidance on influenza vaccine virus selection; (5) develops methods to detect and characterize influenza viruses; and (6) trains and supports laboratories that perform influenza testing. (Approved 5/2/2013)

### Epidemiology and Prevention Branch (CVGDC)

(1) Conducts surveillance and research activities to better understand the epidemiology of

influenza; and (2) improves understanding of the effectiveness of influenza antiviral and vaccine programs. (Approved 5/2/2013)

#### Immunology and Pathogenesis Branch (CVGDE)

(1) Increases knowledge and improves understanding of immunity and immune correlates of protection; (2) develops and improves vaccines; (3) determines virus and host factors that impact virulence and transmission of influenza viruses; (4) conducts immunologic and virologic pandemic risk assessment of novel influenza viruses; and (5) trains and supports laboratories that perform immunologic testing. (Approved 5/2/2013)

#### 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)