

providers, consumers and others to assist in decisionmaking and maintaining effective, efficient operations; (3) develops and produces in-house communications to help ensure the understanding of current AIDS issues and Bureau program activities; (4) maintains information about primary sources of data and information on the health industry, disease trends, and public and private programs; (5) fosters and maintains relationships with and provides a referral service to Federal agencies, State and local governmental units, private health and medical organizations, and other organizations with which the Bureau has mutual interests; (6) provides technical assistance to Bureau program managers and project officers in identifying data and information needs and developing information products; (7) provides technical assistance to Bureau program managers in information and communications product packaging, desktop publishing, and media relations; (8) produces reports, articles, briefings, speeches, exhibits and other multi-media communications on Bureau services and on programs directed at the Bureau service and provider populations; (9) develops and implements new and innovative communication strategies including utilization of automated methods and electronic media in carrying out its responsibilities including managing and maintaining content of the Bureau's electronic web site, and liaison with the HRSA webmaster for technical support and design; and participation, coordination, and content development in use of technologies such as satellite transmission and distance learning; (10) functions as media advisor to Bureau Associate Administrator and other senior program staff; (11) reviews federal, state, and local legislation, issues, programs and policies and their impact on health care organization financing and service delivery to special populations served by Bureau programs; (12) identifies issues and problems and conducts appropriate analyses and studies in order to develop technical assistance products, presentations, seminars, and communications directed at the information and service needs of the intended audience; and (13) serves as principal liaison on behalf of HAB in coordinating with HRSA's Office of Communications, and through appropriate channels with the Department, and other interested and affected parties with respect to the development and dissemination of information on current and emerging

health care issues, trends and problems affecting the services, programs, and populations served by the HAB.

#### **Delegations of Authority**

All delegations and redelegations of authority which were in effect immediately prior to the effective date hereof have been continued in effect in them or their successors pending further redelegation.

This reorganization is effective upon date of signature.

Dated: December 2, 1999.

**Claude Earl Fox,**

*Administrator.*

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**BILLING CODE 4160-15-P**

## **DEPARTMENT OF HEALTH AND HUMAN SERVICES**

### **Health Resources and Services Administration**

#### **Statement of Organization, Functions, and Delegations of Authority**

This notice amends Part R of the Statement of Organization, Functions and Delegations of Authority of the Department of Health and Human Services (DHHS), Health Resources and Services Administration (60 FR 56605 as amended November 6, 1995, as last amended at 64 FR 46694-6, dated August 26, 1999). This notice reflects the organizational and functional changes in the Midwest Field Cluster.

#### **Section RF-10—Organization**

The Midwest Field Cluster is headed up by the Field Director who reports directly to the Associate Administrator, Office of Field Operations. The Midwest Field Cluster is organized as follows:

- A. Immediate Office of the Field Director
- B. Office of Data and Analysis
- C. Northern Operations Division
- D. Eastern Operations Division
- E. Western Operations Division

#### **Midwest Field Cluster (RF3)**

##### *Immediate Office of the Field Director (RF33)*

Serves as HRSA's senior public health official in the Midwest region, providing liaison with State and local health officials as well as professional organizations; (2) provides input from local, regional and state perspectives to assist the HRSA Administrator and the Associate Administrators in the formulation, development, analysis and evaluation of HRSA programs and initiatives; (3) at the direction of the Administrator and/or in conjunction

with the HRSA Associate Administrators and the Associate Administrator, Office of Field Operations, coordinates the field implementation of special initiatives which involve multiple HRSA programs and/or field offices (*e.g.*, Border Health); (4) assists with the implementation of HRSA programs in the field by supporting the coordination of activities, alerting program officials of potential issues and assessing policies and service delivery systems; (5) represents the Administrator in working with other Federal agencies, state and local health departments, schools of public health, primary care associations and organizations, community health centers, and others in coordinating health programs and activities; and (6) exercises line management authority as delegated from the Administrator for general administrative and management functions within the field structure.

##### *Division of Data and Analysis (RF34)*

Provides technical assistance, consultation and training to Field Cluster staff and Agency grantees related to data systems, planning and evaluation; (2) serves as focal point for States and Agency grantees on data and data systems issues related to HRSA program requirements; (3) develops statistical profiles of HRSA grantees in the region, and analysis of Geographic Information Systems profiles and other profiles developed by federal, state and local agencies in the region; (4) develops State profiles; (5) conducts and disseminates, as appropriate, trend analysis of financial data, health indicators, and service data to identify emerging trends among HRSA grantees and health service catchment areas in the Midwest; (6) provides consultation and support to private nonprofit organizations involved in health care delivery around special studies, research and evaluation related to health disparities; (7) analyzes program related reports; and (8) maintains Field Cluster program related database.

##### *Northern Operations Division (RF35)*

Directs and coordinates field development and implementation of HRSA programs and activities in three states within the Midwest Field Cluster designed to increase access, capacity and capabilities of local and state health systems and programs serving the underserved populations in the states served by the Division, including primary care programs, maternal and child health, HIV/AIDS, health facilities construction under the Hill-Burton Program, Title XVI, and other programs, rural health, and other health related

programs; (2) provides continuous program monitoring of HRSA health service grants and contracts for compliance with applicable laws, regulations, policies; and performance standards; (3) assists in the implementation of, and monitors policies related to National Health Service Corps scholarship and loan repayment programs; (4) provides for development, implementation and monitoring of the annual field work plan related to assigned program areas, including setting objectives responsive to national and field priorities based on guidance provided by appropriate HRSA bureau components and assigns division resources required to attain these objectives; (5) coordinates with other field office staff and headquarters staff to develop and consolidate objectives crossing program and division lines; (6) serves as source of expertise on health resources and services development, primary health care, maternal and child health, rural health, and HIV/AIDS, and other HRSA programs; (7) establishes effective communication and working relationships with health-related organizations of States and other jurisdictions; and (8) serves as a focal point for information on health resource programs and related efforts, including voluntary, professional, academic and other private sector activities. The States within the Northern Operations Division include Minnesota, Wisconsin and Illinois.

*Eastern Operations Division (RF36)*

Directs and coordinates field development and implementation of HRSA programs and activities in three states within the Midwest Field Cluster designed to increase access, capacity and capabilities of local and state health systems and programs serving the underserved populations in the states served by the Division, including primary care programs, maternal and child health,

HIV/AIDS, health facilities construction under the Hill-Burton Program, Title XVI, and other programs, rural health, and other health related programs; (2) provides continuous program monitoring of HRSA health service grants and contracts for compliance with applicable laws, regulations, policies, and performance standards; (3) assists in the implementation of, and monitors policies related to National Health Service Corps scholarship and loan repayment programs; (4) provides for development, implementation and monitoring of the annual field work plan related to assigned program areas,

including setting objectives responsive to national and field priorities based on guidance provided by appropriate HRSA bureau components and assigns division resources required to attain these objectives; (5) coordinates with other field office staff and headquarters staff to develop and consolidate objectives crossing program and division lines; (6) serves as source of expertise on health resources and services development, primary health care, maternal and child health, rural health, and HIV/AIDS, and other HRSA programs; (7) establishes effective communication and working relationships with health-related organizations of States and other jurisdictions; and (8) serves as a focal point for information on health resource programs and related efforts, including voluntary, professional, academic and other private sector activities. The States within the Eastern Operations Division include Ohio, Michigan and Indiana.

*Western Operations Division (RF37)*

Directs and coordinates field development and implementation of HRSA programs and activities in four states within the Midwest Field Cluster designed to increase access, capacity, and capabilities of local and state health systems and programs serving the underserved populations in the states served by the Division, including primary care programs, maternal and child health, HIV/AIDS, health facilities construction under the Hill-Burton Program, Title XVI, and other programs, rural health, and other health related programs; (2) provides continuous program monitoring of HRSA health service grants and contracts for compliance with applicable laws, regulations policies and performance standards; (3) assists in the implementation or/and monitors policies related to National Health Service Corps scholarship and loan repayment programs; (4) provides for development, implementation, and monitoring of the annual field work plan related to assigned program areas, including setting objectives responsive to national and field priorities based on guidance provided by appropriate HRSA bureau components and assigns division resources required to attain these objectives; (5) coordinates with other field staff and headquarters staff to develop and consolidate objectives crossing program and division lines; (6) serves as source of expertise on health resources and services development, primary health care, maternal and child health, rural health, and HIV/AIDS, and other HRSA programs; (7) establishes effective communication and working

relationships with health-related organizations of States and other jurisdictions; and (8) serves as a focal point for information on health resource programs and related efforts, including voluntary, professional, academic and other private sector activities. The States within the Western Operations Division include Iowa, Kansas, Missouri and Nebraska.

Dated: November 9, 1999.

**Claude Earl Fox, M.D., M.P.H.,**  
*Administrators.*

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Substance Abuse and Mental Health Services Administration**

**Agency Information Collection Activities: Proposed Collection; Comment Request**

In compliance with Section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995 concerning opportunity for public comment on proposed collections of information, the Substance Abuse and Mental Health Services Administration will publish periodic summaries of proposed projects. To request more information on the proposed projects or to obtain a copy of the information collection plans, call the SAMHSA Reports Clearance Officer on (301) 443-7978.

Comments are invited on: (a) Whether the proposed collections of information are necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

**Proposed Project: State Treatment and Needs Assessment Program Studies—New**

Beginning in Fiscal Year 1999, SAMHSA's Center for Substance Abuse Treatment (CSAT), as part of its State Treatment Needs Assessment Program (STNAP), awards grants to States to conduct studies for the purpose of determining the need and demand for substance abuse treatment within each State. In order to receive funds from the