

Chicago, Illinois 60604 (facsimile: 312/913-2626) not later than close of business on Monday, April 5, 2004. The request must include the following information: (i) identification of which meeting the participant wishes to attend; (ii) a brief statement of the nature of the expected testimony (including whether the testimony will support or oppose the proposed transaction, or provide other comment on the proposal) and the estimated time required for the presentation; (iii) address and telephone number (and facsimile number and e-mail address, if available) of the person testifying; and (iv) identification of any special needs, such as from persons desiring translation services, persons with a physical disability who may need assistance, or persons requiring visual aids for their presentation. To the extent feasible, translators will be provided to persons wishing to present their views in a language other than English if this information is included in the request to testify. Persons interested only in attending the meeting but not testifying need not submit a written request to attend.

By order of the Board of Governors acting through the General Counsel pursuant to delegated authority, effective March 31, 2004.

**Jennifer J. Johnson,**  
Secretary of the Board

[FR Doc. 04-7687 Filed 4-2-04; 8:45 am]

BILLING CODE 6210-01-S

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Agency for Healthcare Research and Quality

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

**AGENCY:** Agency for Healthcare Research and Quality, HHS.

**ACTION:** Notice.

**SUMMARY:** This notice announces the intention of the Agency for Healthcare Research and Quality (AHRQ) to request that the Office of Management and Budget (OMB) allow the proposed information collection project: "AHRQ Grants Reporting System (GRS)". In accordance with the Paperwork Reduction Act of 1995, Public Law 104-13 (44 U.S.C. 3506(c)(2)(A)), AHRQ

invites the public to comment on this proposed information collection.

**DATES:** Comments on this notice must be received by June 4, 2004.

**ADDRESSES:** Written comments should be submitted to: Cynthia D. McMichael, Reports Clearance Officer, AHRQ, 540 Gaither Road, Suite 5022, Rockville, MD 20850. Copies of the proposed collection plans, data collection instruments, and specific details on the estimated burden can be obtained from AHRQ's Reports Clearance Officer.

**FOR FURTHER INFORMATION CONTACT:** Cynthia D. McMichael, AHRQ, Reports Clearance Officer, (301) 427-1651.

#### SUPPLEMENTARY INFORMATION:

##### Proposed Project

##### "AHRQ Grants Reporting System (GRS)"

AHRQ has identified the need to establish a systematic method for its grantees to report project progress and important preliminary findings for grants funded by the Agency. The proposed system will address the shortfalls in the current reporting process and establish a consistent and comprehensive grants reporting solution for AHRQ. Currently, AHRQ receives grants continuation applications on an annual basis from all grantees. The progress report, which represents a portion of the annual continuation application, is inadequate because it is too infrequent and does not necessarily capture the information that AHRQ requires to respond to internal and external inquiries.

The reporting system will also provide a centralized repository of grants research information that can be used to support initiatives within the Agency's research plans for the future and to support activities such as performance monitoring, budgeting, knowledge transfer as well as strategic planning.

AHRQ currently conduct quarterly conference calls with some grantees. The content, frequency, and focus of these calls vary. In some grant programs, the number of participants on these calls may be so large as to prohibit quarterly updates from all participants in order to avoid creating an extremely lengthy conference call and to allow the Agency to address other important issues during these calls.

The GRS will support the timely collection of important information related to the life cycle of all a grants. This information includes: significant

changes in project goals, methods, study design, sample or subjects, interventions, evaluation, disseminations, training, key personnel, key preliminary findings; significant problems and resolutions; publications and presentations; tools and products; and new collaborations/partnerships with AHRQ grantees or others conducting related research. Collecting this information in a systematic manner will:

- Promote the transfer of critical information more frequently and efficiently which will enhance the Agency's ability to support research designed to improve the outcomes and quality of health care, reduce its costs, and broaden access to effective services.

- Increase the efficiency of the Agency in responding to ad-hoc information requests, Freedom of Information Act requests, and producing responses related to federally mandated programs and regulations.

- Establish a consistent approach throughout the Agency for information collection about grant progress and a systematic basis for oversight and for facilitating potential collaborations among grantees.

- Decrease the inconvenience and burden on grantees of unanticipated ad-hoc requests for information by the Agency in response to particular (one-time) internal and external requests for information.

#### Data Confidentiality Provisions

Confidential commercial information will be protected in accordance with 18 U.S.C. 1905. Information about Principal Investigators will be maintained in accordance with the Privacy Act, 5 U.S.C. 552a. The submitted reports will be printed and included in the official grant file. All of these files will be retained according to existing Agency policies and procedures and archived as required.

#### Methods of Collection

The data will be collected using an Adobe Acrobat Portable Document Format (PDF) electronic reporting form developed specifically for the purpose of collecting information quarterly. To reduce burden and to the extent possible, these forms will be pre-populated with reoccurring information needed to specifically identify the institution, project, principal investigator, and other similar information.

ESTIMATED ANNUAL RESPONDENT BURDEN

| Survey             | Number of respondents* | Average estimated time per respondent in minutes | Average estimated total burden hours | Estimated annual cost to the government |
|--------------------|------------------------|--|--------------------------------------|---|
| 1st Quarter .....  | 500                    | 10   | 83.33                                | 0                                       |
| 2nd Quarter .....  | 500                    | 10   | 83.33                                | 0                                       |
| 3rd Quarter .....  | 500                    | 10   | 83.33                                | 0                                       |
| Annual Total ..... | 1,500                  | .....  | 250                                  | 0                                       |

\*The estimate for number of respondents for the initial implementation is 100 per quarter. The estimate included in the table assumes wider implementation by the Agency.

**Request for Comments**

In accordance with the above cited legislation, comments on the above described systematic grant oversight information collection are requested with regard to any of the following:

(a) Whether the proposed collection of information is necessary for the proper performance of functions of AHRQ, including whether the information will have practical utility; (b) the accuracy of AHRQ's estimate of burden (including hours and cost) 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 upon the respondents, including the use of automated collection techniques or other forms of information technology.

Comments submitted in response to this notice will be summarized and included in the request for OMB approval of the proposed information collection. All comments will become a matter of public record.

Dated: March 26, 2004.

**Carolyn M. Clancy,**  
*Director.*

[FR Doc. 04-7652 Filed 4-2-04; 8:45 am]

BILLING CODE 4160-90-M

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Agency for Healthcare Research and Quality**

**Privacy Act of 1974; Annual Publication of Systems of Records**

**AGENCY:** Agency for Healthcare Research and Quality.

**ACTION:** Annual publication of HHS Privacy Act System notices.

**SUMMARY:** The Agency for Healthcare Research and Quality (AHRQ) has conducted a comprehensive review of all Privacy Act systems of records and

is publishing a Table of Contents of active systems and a comprehensive publication of all its active systems consolidating minor changes in accordance with the Office of Management and Budget Circular No. A-130, Appendix I, Federal Agency Responsibilities for Maintaining Records About Individuals.

**SUPPLEMENTARY INFORMATION:** AHRQ has completed the annual review of its systems notices and has determined that minor changes are needed. AHRQ has consolidated such minor changes to make a comprehensive publication of all its system notices. Published below are: (1) A Table of Contents which lists all active systems of records in AHRQ, and (2) a complete text of all notices consolidating minor changes which affect the public's right or need to know, such as changes in the system location of records, the designation and address of system managers, clarification of system name, records retention and disposal, and minor editorial changes.

Dated: March 22, 2004.

**Carolyn M. Clancy,**  
*Director.*

**Table of Contents**

09-35-0001 Agency Management Information System/Grants (AMIS/GRANTS and CONTRACTS), HHS/AHRQ/OM.

09-35-0002 Agency for Healthcare Research and Quality, Medical Expenditure Panel Survey (MEPS) and National Medical Expenditure Survey 2 (NMES 2), HHS/AHRQ/CCFS.

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**09-35-0001**

**SYSTEM NAME:**

Agency Management Information System/Grants (AMIS/GRANTS and CONTRACTS), HHA/AHRQ/OPART. The "Agency Management Information System/Grants and Contracts (AMIS/

GRANTS and CONTRACTS), HHS/AHRQ/OM" was previously named the "Agency for Healthcare Research and Quality, Grants Information and Tracking System with Contracts Component (GIAN-T), HHS/AHRQ/OM".

**SECURITY CLASSIFICATION:**

None.

**SYSTEM LOCATION:**

Agency for Healthcare Research and Quality, Office of Performance, Accountability, Resources and Technology, 540 Gaither Road, Rockville, Maryland 20850.

Program Support Center, Office of Management, Division of Acquisition Management, Parklawn Building, Room 5C-10, 5600 Fishers Lane, Rockville, Maryland 20857.

For a list of contractors, please write to the system manager at the address listed below.

Inactive records will be stored at: Washington National Records Center, 4205 Suitland Road, Suitland, Maryland 20746-8001.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

This system contains the names of research training and career development grant applicants and principal investigators, research training grant program directors, and research fellowship recipients; peer and other special reviewers; grant and contract project directors and other key personnel.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Research grant, research training grant, research career development, research fellowship, and contract files, including applications, proposals, award notices, and summary comments of peer reviewers.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

AHRQ grants and contract administration authorities in Title IX of the Public Health Service (PHS) Act (42