

Hawaiian Health Scholarship Program, the Nursing Scholarship Program, the Faculty Loan Repayment Program, and the Nursing Education Loan Repayment Program: (1) Establishes program goals, objectives and priorities, and provides oversight as to their execution; (2) plans, directs, coordinates and evaluates Bureau-wide management activities; (3) maintains effective relationships within HRSA and with other HHS organizations, other Federal agencies, State and local governments, and other public and private organizations concerned with improving the health status of the Nation's underserved communities and vulnerable populations by recruiting and retaining health care clinicians into service in areas of greatest need; (4) plans, directs and coordinates Bureau-wide administrative management activities, i.e., budget, personnel, procurements, delegations of authority, and has responsibilities related to the awarding of BCRS grant funds; and (5) oversees the development of BCRS program policies.

#### Legal and Compliance Office (RU1)

(1) Analyzes, administers and manages procedures to perform responsibilities for the NHSC Scholarship Program, NHSC Loan Repayment Program (LRP), Native Hawaiian Health Scholarship Program, Nursing Scholarship Program, the Faculty Loan Repayment Program, and Nursing Education Loan Repayment Program for scholarship and loan repayment participants who have breached their service obligation, requested a waiver or suspension of their service obligation, or who are in default and have agreed to serve under a Forbearance Agreement, as a result of judgments, or signed Special Repayment Program Agreements; (2) reviews default recommendations; determines the action of default (breach of contract); notifies appropriate financial organization that a scholar or LRP participant has been placed in default, the reason for default, the date of default and the days of credit, if any, towards service obligation; and takes other appropriate actions; (3) provides programmatic information to Agency officials, the Office of the General Counsel, the Office of Inspector General, Division of Fiscal Services, and the Assistant United States Attorneys at the Department of Justice for trials, bankruptcy hearings, and other activities; (4) serves as a point of contact for responding to inquiries, disseminating information and providing technical assistance concerning defaults, waivers,

suspensions and default payment obligations; and (5) develops and implements policies and procedures in conjunction with default reduction activities and other actions to maximize compliance with scholarship and loan repayment service obligations.

#### Division of Site and Clinician Recruitment (RU2)

Works with sites located in Health Professional Shortage Areas (HPSA) to support recruitment, retention and effectiveness of BCRS clinicians. Specifically: (1) Conducts student, clinician and site recruitment and outreach activities; (2) provides oversight, processing and coordination of reviews of all BCRS site applications including the Ambassadors Program, J1-Visas, Ready Responders, Native Hawaiian Health Scholarship Program and demonstration projects; (3) maintains all vacancy management activities; (4) facilitates scholar placement; (5) conducts site application review; and (6) is responsible for all communication functions including but not limited to the Web site, HRSA Call Center and newsletters; and coordinates all Bureau conferences.

#### Division of Applications and Awards (RU3)

The Division of Applications and Awards processes applications and makes awards for the NHSC Scholarship Program, the NHSC Loan Repayment Program, Nursing Education Loan Repayment Program, Nursing Scholarship Program, and the Faculty Loan Repayment Program. Specifically: (1) Reviews, ranks and selects participants for the scholarship and loan repayment programs; (2) serves as the point of contact for responding to inquiries, disseminating program information, and providing technical assistance pertaining to scholarship and loan repayment applications and awards; (3) awards scholarships and loan repayment contracts to individuals selected; (4) verifies and processes loan and lender related payments in prescribed manner; and (5) maintains current information on scholarship and loan repayment applications and awards through automated BCRS information systems.

#### Division of Scholar and Clinician Support (RU4)

The Division of Scholar and Clinician Support initiates contact with and supports scholars entering the site selection phase and provides ongoing support to all clinicians with a formal affiliation with the BCRS. Assures contact with BCRS clinicians

throughout their period of obligated service. Specifically: (1) Monitors, counsels, approves deferments, recommends suspensions and if necessary recommends defaults of all program participants; (2) monitors service and sites, coordinates technical assistance, processes transfer requests, reassignments, suspensions, and default recommendations, closes individual personnel files, issues completion certificates, and completes annual retention reports.

#### Section RU-30, Delegations of Authority

All delegations of authority and re-delegations of authority made to HRSA officials that were in effect immediately prior to this reorganization, and that are consistent with this reorganization, shall continue in effective pending further re-delegation.

This reorganization is effective upon the date of signature.

Dated: April 11, 2007.

**Elizabeth M. Duke,**

*Administrator.*

[FR Doc. E7-7306 Filed 4-17-07; 8:45 am]

**BILLING CODE 4165-15-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 (HHS), Health Resources and Services Administration (HRSA) (60 FR 56605, as amended November 6, 1995; 67 FR 46519, July 15, 2002; and 68 FR 787-793, January 7, 2003; 68 FR 64357-64357, November 13, 2003; 68 FR 64357-64357-64358, 70 FR 42347-42348, July 22, 2005; 71 FR 69135-69137, as last amended November 29, 2006).

This notice reflects organizational changes in the Health Resources and Services Administration. Specifically, this notice establishes the Office of Financial Management (RB) and changes the organizational title of the Office of Administration and Financial Management (RS) to the Office of Management (RS). This notice also transfers the Division of Financial Management (RS2) from the Office of Administration and Financial Management (RS) to the newly established Office of Financial Management (RB).

## Chapter RB—Office of Financial Management

### Section RB-00, Mission

To provide staff financial advisory services to the Administrator, management staff and operating units of the Health Resources and Services Administration (HRSA).

### Section RB-10, Organization

The Office of Financial Management (OFM) is headed by the Chief Financial Officer who reports directly to the Administrator, Health Resources and Services Administration. The OFM includes the following components:

- (1) Office of the Chief Financial Officer (RB);
- (2) Division of Budget (RB1); and
- (3) Division of Financial Policy and Controls (RB2).

### Section RB-20, Functions

#### Office of the Chief Financial Officer (RB)

(1) Provides leadership and coordination in the development and administration of the Health Resources and Services Administration's (HRSA) financial management policies; (2) develops budget submissions for HRSA; (3) collaborates with the HRSA Office of the Administrator (OA) in the development and implementation of long-range program and financing plans; (4) participates in budget reviews and hearings; (5) manages HRSA's system of internal budgetary planning and control of funds; (6) develops and implements HRSA-wide budgetary, financial systems and procedures; (7) conducts HRSA-wide FTE tracking; (8) prepares all applicable financial reports; (9) analyzes data and makes recommendations to assure effective safeguards are in place to prevent fraud, waste and abuse; (10) identifies or conducts special financial management training programs for OCFO and HRSA staff components; and (11) maintains liaison with the Department of Health and Human Services (DHHS), Office of Management and Budget, Congress, and other Government organizations on financial management matters.

#### Division of Budget (RB1)

(1) Reviews funds control measures to assure that no program, project or activity of HRSA obligates or disburses funds in excess of appropriations or obligates funds in violation of authorized purposes; (2) provides advice and assistance to senior HRSA management to verify the accuracy, validity, and technical treatment of budgetary data in forms, schedules, and reports, or the legality and propriety of

using funds for specific purposes; (3) maintains primary liaison to expedite the flow of financial management work and materials within the Agency and/or between Agency components and DHHS, OMB, and congressional staff; (4) provides overall financial-based analyses and fiduciary review for senior HRSA management in order to assure appropriate workforce planning, funds control guidance, and analytical technical assistance in all phases of the budgetary process; and (5) develops the long-range program and financial plan for the Agency in collaboration with the Office of Planning and Evaluation, the Office of Legislation, and other administrative Agency components.

#### Division of Financial Policy and Controls (RB2)

(1) Provides leadership to define the control environment with senior HRSA management to perform risk assessments identifying the most significant areas necessary for internal control placements; (2) maintains overall responsibility for policies, procedures, monitoring of internal controls and systems related to payment and disbursement activities; (3) coordinates the development and improvement of HRSA's financial systems with the UFMS; (4) samples obligation documents and payment requests from a variety of private sector and Government sources to determine the validity and legality of the requests; (5) compiles and submits a variety of cash management and travel reports required by the Department of the Treasury and various other outside agencies; (6) serves as liaison with all HRSA Bureau/Office components and outside customers to provide financial information, resolve problems, and provide information on payment, and disbursement issues; (7) analyzes internal reports to provide management information on special interest topics; (8) develops needs assessment for financial management training based on Government-Wide and DHHS standards; and (9) assures Treasury requirements and OMB suggestions for best practices are implemented in training plan for Agency-wide use.

### Section RB-30, Delegations of Authority

All delegations of authority and re-delegations of authority made to HRSA officials that were in effect immediately prior to this reorganization, and that are consistent with this reorganization, shall continue in effect pending further re-delegation.

## Chapter RS—Office of Management

### Section RS-10, Organization

Rename the Office of Administration and Financial Management (RS) as the Office of Management (RS) and amend the organization and functional statements to reflect the realignment of the Division of Financial Management (RS2) functions to the newly established Office of Financial Management.

Delete in its entirety and replace with the following:

The Office of Management (OM) is headed by an Associate Administrator, who reports directly to the Administrator, Health Resources and Services Administration. The Office of Management includes the following components:

- (1) Office of the Associate Administrator (RS);
- (2) Division of Management Services (RS1);
- (3) Division of Workforce Management (RS3);
- (4) Division of Procurement Management (RS4); and
- (5) Division of Policy Review and Coordination (RS7).

### Section RS-20, Functions

(1) Delete the functional statement for the Division of Financial Management (RS2) and move the function to the newly established Office of Financial Management; (2) Delete the functional statements for the Office of Administration and Financial Management (RS), Division of Management Services (RS1) and the Division of Policy Review and Coordination (RS7) and replace in their entireties; and (3) establish the Division of Workforce Management (RS3).

#### Office of the Associate Administrator (RS)

Provides Agency-wide leadership, program direction, and coordination to all phases of management. Specifically, the Office of Management: (1) Provides management expertise and staff advice and support to the Administrator in program and policy formulation and execution; (2) manages the Agency-wide Contingency of Operations (COOP) program; (3) provides administrative management services HRSA-wide including personnel, financial, property, space planning, safety, physical security, and general administrative services; (4) conducts Agency-wide workforce analysis studies and surveys; (5) plans, directs, and coordinates the Agency's activities in the areas of human resources management, including labor relations, personnel security, performance and alternative

dispute resolution; (6) directs and coordinates the development of policy and regulations; (7) oversees the development of annual operating objectives and coordinates HRSA work planning and appraisals; (8) directs and coordinates the Agency's organization, functions and delegations of authority programs; (9) plans, directs, and coordinates the Agency's activities in the areas of procurement management; (10) oversees and coordinates the implementation of directives and policies relating to the Privacy Act; (11) plans, directs and coordinates the Agency's competitive sourcing program; (12) administers the Agency's Executive Secretariat and committee management functions; (13) serves as Chief Travel Official for the Agency; and (14) serves as Deputy Ethics Counselor.

#### Division of Management Services (RS1)

(1) Provides administrative management services HRSA-wide including personnel, financial, property, space planning, safety, physical security, and general administrative services; (2) ensures implementation of statutes, Executive Orders, and regulations related to official travel, transportation, and relocation; (3) provides oversight for the HRSA travel management program involving use of travel management services/systems, passenger transportation, and travel charge cards; (4) provides planning, management and oversight of all interior design projects, move services and furniture requirements; (5) develops space and furniture standards and related policies; (6) provides analysis of office space requirements required in supporting decisions relating to the acquisition of commercial leases and manages the furniture inventory; (7) provides advice, counsel, direction, and support to employees to fulfill the Agency's primary safety responsibility of providing a workplace free from recognizable safety and health concerns; (8) manages, controls, and/or coordinates all matters relating to mail management within HRSA, including, developing and implementing procedures for the receipt, delivery, collection, and dispatch of mail; (9) maintains overall responsibility for the HRSA Forms Management Program that includes establishing internal controls to assure conformity with Departmental policies and standards, including adequate systems for reviewing, clearing, costing, storing and controlling forms; (10) provides advice and guidance for the establishment or modification of administrative delegations of authority; (11) contributes to the analysis, development and

implementation of Agency-wide administrative policies through coordination with relevant Agency program components and other related sources; (12) manages the Agency-wide Contingency of Operations (COOP) program; (13) provides advice and guidance for the establishment or modification of program delegations of authority; and (14) oversees and coordinates the implementation of directives and policies relating to the Privacy Act.

#### Division of Workforce Management (RS3)

(1) Conducts Agency-wide workforce analysis studies and surveys; (2) develops comprehensive workforce strategies that meet the requirements of the President's Management Agenda, programmatic needs of HRSA, and the governance and management needs of HRSA leadership; (3) evaluates employee development practices to develop and enhance strategies to ensure HRSA retains a cadre of public health professionals and reduces risks associated with turnover in mission critical positions; (4) provides advice and guidance for the establishment or modification of organization structures and functions; (5) manages ethics and personnel security programs; (6) administers the Agency's performance management programs, including the SES Performance Review Board; (7) manages quality of work life, flexiplace, and incentive and honor awards programs; (8) coordinates with the service provider the provision of human resources management, working with the service provider to communicate human resources requirements and to monitor the provider's performance; (9) directs and serves as a focal point for the Agency's intern and mentoring programs; and (10) manages the Alternative Dispute Resolution Program.

#### Division of Procurement Management (RS4)

(1) Provides leadership in the planning, development, and implementation of policies and procedures for contracts; (2) exercises the sole responsibility within HRSA for the award and management of contracts; (3) provides advice and consultation of interpretation and application of the Department of Health and Human Services policies and procedures governing contracts management; (4) develops operating procedures and policies for the Agency's contracts programs; (5) establishes standards and guides for and evaluates contracts operations throughout the Agency; (6) coordinates the Agency's positions and

actions with respect to the audit of contracts; (7) maintains liaison directly with or through Agency Bureaus or Offices with contractors, other organizations, and various components of the Department; and (8) provides leadership, guidance, and advice on the promotion of the activities in HRSA relating to procurement and material management governed by the Small Business Act of 1958, Executive Order 11625, and other statutes and national policy directives for augmenting the role of private industry, and small and minority businesses as sources of supply to the Government and Government contractors.

#### Division of Policy Review and Coordination (RS7)

(1) Advises the Administrator and other key Agency officials on cross-cutting policy issues and assists in the identification and resolution of cross-cutting policy issues and problems; (2) establishes and maintains tracking systems that provide Agency-wide coordination and clearance of policies, regulations and guidelines; (3) plans, organizes and directs the Agency's Executive Secretariat with primary responsibility for preparation and management of written correspondence; (4) arranges briefings for Department officials on critical policy issues and oversees the development of necessary briefing documents; (5) administers administrative early alert system for the Agency to assure senior Agency officials are informed about administrative actions and opportunities; (6) coordinates the preparation of proposed rules and regulations relating to Agency programs and coordinates Agency review and comment on other Department regulations and policy directives that may affect the Agency's programs; (7) manages and maintains a records management program for the Agency; (8) manages the intra- and interagency agreements process; (9) oversees and coordinates the Agency's committee management activities; and (10) coordinates the review and publication of **Federal Register** notices.

#### *Section RS-30, Delegations of Authority*

All delegations of authority and re-delegations of authority made to HRSA officials that were in effect immediately prior to this reorganization, and that are consistent with this reorganization, shall continue in effect pending further re-delegation.

This reorganization is effective upon the date of signature.

Dated: April 6, 2007.

**Elizabeth M. Duke,**  
Administrator.

[FR Doc. E7-7305 Filed 4-17-07; 8:45 am]

**BILLING CODE 4165-15-P**

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### National Institutes of Health

#### Office of the Director, National Institutes of Health; Notice of Meeting

Pursuant to section 10(a) of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2), notice is hereby given of a meeting of the Director's Council of Public Representatives.

The meeting will be open to the public, with attendance limited to space available. Individuals who plan to attend and need special assistance, such as sign language interpretation or other reasonable accommodations, should notify the Contact Person listed below in advance of the meeting.

*Name of Committee:* Director's Council of Public Representatives.

*Date:* April 20, 2007.

*Time:* 9:30 a.m. to 5 p.m.

*Agenda:* Among the topics proposed for discussion are: (1) NIH Director's update; (2) presentation and discussion on NIH Diversity in Research; (3) presentation on Clinical and Community Cancer Centers; (4) NIH communications update; (5) update on the NIH Office of Portfolio Analysis and Strategic Initiatives; (6) discussion on the Council's next steps and priority topics; and (7) public comment.

*Place:* National Institutes of Health, Building 31, Conference Room 6, 9000 Rockville Pike, Bethesda, MD 20892.

*Contact Person:* Jennifer E. Gorman, NIH Public Liaison/COPR Coordinator, Office of Communications and Public Liaison, Office of the Director, National Institutes of Health, 9000 Rockville Pike, Building 31, Room 5B64, Bethesda, MD 20892, (301) 435-448, [gormanj@od.nih.gov](mailto:gormanj@od.nih.gov).

This meeting is being published less than 15 days prior to the meeting due to timing limitations imposed by administrative matters.

Any interested person may file written comments with the committee by forwarding the statement to the Contact Person listed on this notice. The statement should include the name, address, telephone number and when applicable, the business or professional affiliation of the interested person.

In the interest of security, NIH has instituted stringent procedures for entrance onto the NIH campus. All visitor vehicles, including taxicabs, hotel, and airport shuttles will be inspected before being allowed on campus. Visitors will be asked to show one form of identification (for example, a government-issued photo ID, driver's license, or passport) and to state the purpose of their visit.

Information is also available on the Institute's/Center's home page: <http://www.copr.nih.gov>, where an agenda and any additional information for the meeting will be posted when available.

(Catalogue of Federal Domestic Assistance Program Nos. 93.14, Intramural Research Training Award; 93.22, Clinical Research Loan Repayment Program for Individuals from Disadvantaged Backgrounds; 93.232, Loan Repayment Program for Research Generally; 93.39, Academic Research Enhancement Award; 93.936, NIH Acquired Immunodeficiency Syndrome Research Loan Repayment Program; 93.187, Undergraduate Scholarship Program for Individuals from Disadvantaged Backgrounds, National Institutes of Health, HHS).

Dated: April 11, 2007.

**Jennifer Spaeth,**

Director, Office of Federal Advisory Committee Policy.

[FR Doc. 07-1902 Filed 4-17-07; 8:45 am]

**BILLING CODE 4140-01-M**

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### National Institutes of Health

#### National Center on Minority Health and Health Disparities; Notice of Closed Meeting

Pursuant to section 10(d) of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2), notice is hereby given of the following meeting.

The meeting will be closed to the public in accordance with the provisions set forth in sections 552b(c)(4) and 552b(c)(6), Title 5 U.S.C., as amended. The grant applications and the discussions could disclose confidential trade secrets or commercial property such as patentable material, and personal information concerning individuals associated with the grant applications, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.

*Name of Committee:* National Center on Minority Health and Health Disparities Special Emphasis Panel Loan Repayment Program for Health Disparities Research-Panel C.

*Date:* May 20, 2007.

*Time:* 9 a.m. to 5 p.m.

*Agenda:* To review and evaluate grant applications.

*Place:* National Institutes of Health, 6706 Democracy Blvd., Suite 800, Bethesda, MD 20892, (Virtual Meeting).

*Contact Person:* Lorrta Watson, PhD, National Center on Minority Health and Health Disparities, National Institutes of Health, 6707 Democracy Blvd., Suite 800, Bethesda, MD 20892-5465, (301) 402-1366, [watsonl@ncmhd.nih.gov](mailto:watsonl@ncmhd.nih.gov).

Dated: April 11, 2007.

**Jennifer Spaeth,**

Director, Office of Federal Advisory Committee Policy.

[FR Doc. 07-1890 Filed 4-17-07; 8:45 am]

**BILLING CODE 4140-01-M**

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### National Institutes of Health

#### National Institute on Alcohol Abuse and Alcoholism; Notice of Closed Meeting

Pursuant to section 10(d) of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2), notice is hereby given of the following meeting.

The meeting will be closed to the public in accordance with the provisions set forth in sections 552b(c)(4) and 552b(c)(6), Title 5 U.S.C., as amended. The grant applications and the discussions could disclose confidential trade secrets or commercial property such as patentable material, and personal information concerning individuals associated with the grant applications, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.

*Name of Committee:* National Institute on Alcohol Abuse and Alcoholism Special Emphasis Panel Exploratory Developmental Alcohol Research Center Review.

*Date:* May 30, 2007.

*Time:* 8 a.m. to 6 p.m.

*Agenda:* To review and evaluate grant applications.

*Place:* Hyatt Regency Bethesda, One Bethesda Metro Center, 7400 Wisconsin Avenue, Bethesda, MD 20814.

*Contact Person:* Philippe Marmillot, PhD, Scientific Review Administrator, National Institutes of Health, National Institute on Alcohol Abuse and Alcoholism, 5635 Fishers Lane, Room 3045, Bethesda, MD 20892, 301-443-2861, [marmillotp@mail.nih.gov](mailto:marmillotp@mail.nih.gov).

(Catalogue of Federal Domestic Assistance Program Nos. 93.271, Alcohol Research Career Development Awards for Scientists and Clinicians; 93.272, Alcohol National Research Service Awards for Research Training; 93.273, Alcohol Research Programs; 93.891, Alcohol Research Center Grants, National Institutes of Health, HHS).

Dated: April 11, 2007.

**Jennifer Spaeth,**

Director, Office of Federal Advisory Committee Policy.

[FR Doc. 07-1889 Filed 4-17-07; 8:45 am]

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