

Welcome to CDC's

**National Center on
Birth Defects and Developmental
Disabilities**

*Promoting the health of
babies, children, and adults,
and enhancing
the potential for full,
productive living*

CDC

SAFER • HEALTHIER • PEOPLE™



NCBDDD Welcome Package

Table of Contents

- 1 Welcome Letter
- 2 Driving Directions
- 3 Center Mission
- 4 Organizational Structure

Appendices:

Useful websites (external viewing)

Center - www.cdc.gov/ncbddd

Agency – www.cdc.gov

Department – www.dhhs.gov

Useful websites (internal only)

Employee Communication Portal – <http://intranet.cdc.gov>

Workforce Information Zone - <http://workforce.cdc.gov>

Timekeeping System – <http://misb.cdc.gov>

Local Mileage Tracking System - <http://localtravel.cdc.gov>



Dear Colleague:

I want to take this opportunity to personally welcome you to the National Center on Birth Defects and Developmental Disabilities (NCBDDD) at the Centers for Disease Control and Prevention (CDC). Our center (NCBDDD)—along with the National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP) and the Office of Genomics and Disease Prevention—is part of the new Coordinating Center for Health Promotion. I am very happy that you have elected to make NCBDDD your workplace. I know you look forward to joining the committed group of public health professionals here in NCBDDD as we seek ways to promote the health of babies, children, and adults, and enhance the potential for full, productive living.

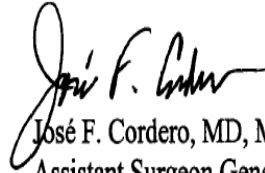
It is, indeed, an exciting time to be working in NCBDDD. CDC is in the process of instituting a major reorganization designed to reshape the agency in the 21st century and make it more responsive to the public health community and the people we serve. NCBDDD, as a vital member of CDC, is poised to lead the way in the fields of birth defects and developmental disabilities, human development and disability, and hereditary blood disorders. As a newcomer, you will, no doubt, wish to learn more about our programs and the vital work we are doing. To assist you in this endeavor, I recommend that you visit our website at www.cdc.gov/ncbddd, and that you attend and participate in our regularly scheduled center-wide meetings. In these meetings, we discuss issues and challenges we all face at work. These discussions will help you to better understand how your work fits into the larger goals of NCBDDD and CDC, and will provide a forum in which you can exchange ideas with colleagues. Often these discussions reveal new opportunities that directly relate to your work, opportunities that otherwise you might not know about. For instance, you might find that someone else has already faced a problem that you are now facing, and has found a solution or an approach you might not have considered. Also, our teams present a variety of seminars that showcase our exciting work and that present new and innovative information and insights. We are fortunate here at CDC and NCBDDD to have many opportunities to learn. I hope you take advantage of all available professional development opportunities.

As I'm sure you've surmised, NCBDDD is full of hard-working people who are dedicated to the center's mission and goals. Coupled with that work ethic is the belief that quality work is the cornerstone that enables us to achieve that mission and to improve the health of our nation, especially in those fields that have been publicly entrusted to our charge. However, as director of this extraordinary center, it is also my goal to help create a nurturing environment that encourages opportunities not only for professional development, but also for personal growth and development. To this end, we at NCBDDD have worked diligently to create an atmosphere that is friendly and inviting so that you will want to remain part of the NCBDDD family. I am certain of one thing—you

will be encountering an amazing and diverse group of hardworking, fun-loving individuals from all over this nation and the world, who quite often will remain your friends for years to come. So enjoy meeting and collaborating with your coworkers and attending the social events we have throughout the year.

Again, let me welcome you to the NCBDDD. If this office can be of any assistance or provide any service, please don't hesitate to ask. Additionally, please feel free (before or after you arrive) to contact any person on the list on page 3 in your Welcome Package. I hope you look forward as much as I do to your future here at NCBDDD.


Sincerely,


A handwritten signature in black ink, appearing to read "José F. Cordero". The signature is fluid and cursive, with the first name "José" being particularly prominent.

José F. Cordero, MD, MPH
Assistant Surgeon General
Director


National Center on Birth Defects
and Developmental Disabilities

Directions to the National Center on Birth Defects and Developmental Disabilities


 Atlanta Hartsfield-Jackson International Airport

 6 or 12 Executive Park Dr NE
Atlanta, GA 30329-2206, US


Total Est. Distance: 18.14 miles


 1: Start out going WEST on S TERMINAL PKWY toward AIRPORT BLVD. 0.2 miles [Map](#)

 2: Turn SLIGHT RIGHT onto AIRPORT BLVD. 0.6 miles [Map](#)

 3: AIRPORT BLVD becomes N TERMINAL PKWY. 0.2 miles [Map](#)


 4: Merge onto I-85 N toward I-75 N/ATLANTA. 16.0 miles [Map](#)

 5: Take the GA-42 S/N DRUID HILLS RD exit- EXIT 89. 0.4 miles [Map](#)

 6: Take the ramp toward EXEC PARK DR. <0.1 miles [Map](#)

 7: Turn SLIGHT RIGHT onto N DRUID HILLS RD NE/GA-42. <0.1 miles [Map](#)

 8: Turn RIGHT onto EXECUTIVE PARK DR NE. 0.3 miles [Map](#)

 9: End at 6 or 12 Executive Park Dr NE, Atlanta, GA 30329-2206 US [Map](#)

Source: www.mapquest.com

EXECUTIVE PARK CAMPUS

- NCBDDD Buildings
 - ↘ Path to Loehmann's Plaza
- Services and Restaurants within Walking Distance of NCBDDD**
- A. US Post Office
 - B. CDC Federal Credit Union ATM
 - C. Cafe Mostly (404-321-7545)
 - D. LP=Clothing Care dry cleaners (404-634-5334)
 - E. LP=Moos's (404-248-9399)
 - F. LP/Roly Poly (404-728-1145)
 - G. LP/TCBY (404-325-8736)
 - H. LP/EI Torero (404-633-1177)
 - I. LP/Locoes (404-329-1999)
 - J. LP/Lettuce Souprise You (404-636-8549)
 - K. LP/Fortune Cookie (404-636-8899)
 - L. LP/St. Charles Deli (404-636-5201)
 - M. LP/Jersey Mike's Subs (404-321-0080)
 - N. Piccadilly Cafeteria (404-636-2289)



NATIONAL CENTER ON BIRTH DEFECTS AND DEVELOPMENTAL DISABILITIES

The mission of the National Center on Birth Defects and Developmental Disabilities (NCBDDD) is to improve the health of children and adults by preventing birth defects and developmental disabilities, and complications of hereditary blood disorders; promoting optimal child development, and the health and wellness among children and adults living with disabilities. In carrying out this mission, this organization: (1) conducts public health research, epidemiological investigations, and program demonstrations directed toward preventing birth defects and developmental disabilities, and complications of hereditary blood disorders, optimal fetal, infant, and child development, and promoting the health and wellness of people with disabilities, including the prevention of secondary conditions; (2) plans, develops, establishes, and maintains systems of surveillance and monitoring the population for these conditions; (3) operates regional centers for the conduct of applied epidemiological research on these conditions; (4) provides information and education to health care providers, public health professionals, and the public on these conditions; (5) provides technical assistance, consultation, capacity building through technology transfer, grants, cooperative agreements, contracts, and other means to State, local, international, and nonprofit organizations to prevent and control these conditions; (6) provides training in the epidemiology of these conditions for health professionals within and outside the United States; (7) translates scientific findings into intervention, prevention, and health promotion strategies; (8) conducts evaluations of programs to determine effectiveness; (9) coordinates activities with other CDC organizations and Federal and non-Federal health agencies, as appropriate.

Office of the Director

(1) Directs, manages, and coordinates the activities of the National Center on Birth Defects and Developmental Disabilities (NCBDDD); (2) develops goals and objectives; provides leadership, policy formulation, scientific oversight, and guidance in program planning and development; (3) coordinates NCBDDD program activities with other CDC components, Federal agencies, international organizations, State and local health agencies, business and industry, voluntary organizations, and community-based organizations; (4) coordinates technical assistance to states, other nations and international organizations; (5) coordinates with medical, scientific, and other professional organizations interested in birth defects prevention, pediatric genetics, developmental disabilities prevention, and disabilities and health, and prevention of complications of hereditary blood disorders; (6) advises the Director, CDC, on policy matters concerning NCBDDD activities.

Resource Management Office

(1) Plans, coordinates, and provides administrative and management advice and guidance for NCBDDD; (2) provides and coordinates Center-wide administrative, management, and support services in the areas of fiscal management, personnel, travel, procurement, facility management, and other administrative services; (3) prepares annual budget plans and budget justifications; (4) coordinates NCBDDD requirements relating to contracts, grants, cooperative agreements, and reimbursable agreements; (5) develops and implements administrative policies, procedures, and operations, as

appropriate, for NCBDDD, and prepares special reports and studies, as required, in the administrative management areas; (6) maintains liaison with related staff offices and other officials of CDC.

Division of Birth Defects and Developmental Disabilities

(1) Conducts research to determine the causes and prevention of birth defects and developmental disabilities; (2) maintains and expands support for state-based surveillance; (3) evaluates the effectiveness of efforts to prevent birth defects and developmental disabilities; (4) conducts and disseminates findings of epidemiologic research, investigations, demonstrations, and programs directed toward the prevention of selected adverse reproductive outcomes that are environmentally related; (5) provides assistance to State and local health departments on community exposures to teratogenic, mutagenic, embryotoxic, other environmental agents, and genetic influences adversely interfering with normal growth and development; (6) conducts research and develops programs to identify women at high risk of an alcohol-exposed pregnancy and to fund epidemiologic and clinical research studies aimed at early identification and intervention of children affected by prenatal alcohol exposure; (7) works closely with international organizations and entities in developing strategies and programs for reducing the number of birth defects and developmental disabilities; (8) develops and evaluates prevention strategies and provides training, technical consultation, and assistance to States and localities in developing their capacity for planning, establishing, and maintaining surveillance and prevention programs; (9) maintains and oversees funding and technical assistance to state-based institutions (e.g., the Centers for Birth Defects Research and Prevention that seek causes and promotes prevention of birth defects); (10) plans, develops, establishes, and maintains systems of surveillance including registries for monitoring, evaluating and disseminating information; (11) assists in increasing the capacity of States to prevent and control birth defects and developmental disabilities through training, technology transfer, grants, cooperative agreements, contracts, and other means; (12) provides information and education to the public; (13) provides services, consultation, technical assistance, and information to States, localities, other Federal agencies, international organizations, and other public and private organizations; (14) provides training in the epidemiology to professionals throughout the U.S. and abroad; and (15) collaborates and coordinates activities with other CIOs and HHS agencies.

Division of Human Development and Disability

(1) Conducts, analyzes, and disseminates disability surveillance data to identify: the distribution of disabilities in state populations; health conditions that occur with greater frequency among people with disabilities relative to those without disability; and risk and protective behaviors compared to people without disabilities; (2) assists States and localities with the development, monitoring and evaluation of blood spot screening and early hearing detection and intervention (EHDI) tracking and surveillance systems; (3) plans, establishes, and maintains systems of surveillance, including registries, for monitoring, evaluating, and disseminating information on disability and related

conditions and detrimental child outcomes; (4) oversees and manages grants, cooperative agreements, contracts, and other funding instruments related to Division programs; (5) assists States and localities in developing their capacity for serving individuals with disabilities and secondary conditions (e.g., developing prevention strategies, providing training and technical consultation); (6) collaborates with

universities, Federal, national, and State organizations to identify and address knowledge and research gaps in disability, hearing and vision loss, child development, and blood spot screening; (7) collaborates with universities and other organizations to investigate environmental, social, and technological supports to promote social participation and human development; (8) conducts applied research on public health aspects of normal and abnormal child development (e.g., early childhood, behavior problems in children); (9) conducts research on etiology of hearing loss and associated disabilities, cost and effectiveness of EHDI programs, family issues related to the EHDI programs and long-term benefits of early identification and intervention; (10) conducts research on interventions to prevent adverse child developmental outcomes; (11) conducts and disseminates research findings about people with disabilities, with special emphasis on women, children, and older persons; (12) develops and disseminates information on public health aspects of normal and abnormal child development (e.g., early childhood, hearing loss, behavior problems in children); (13) provides information and education to the public on disabilities; and (14) develops programs that seek to identify health risks, protective factors and measure the effectiveness of health promotion activities for prevention of conditions related to disability.

Division of Hereditary Blood Disorders

(1) Designs and manages a surveillance system to evaluate the incidence, morbidity, and mortality of hemophilia, blood diseases and other hereditary disorders; (2) plans, develops, and coordinates special surveys and populations studies in selected geographic areas to monitor and assess the complications of chronic blood diseases and chronic hereditary disorders; (3) collects, analyzes, and prepares reports to document the prevalence and incidence of blood diseases and chronic hereditary disorders in the United States and provides this information to the scientific community through reports, publications, and public access data sets; (4) designs and implements studies using the surveillance data to identify risk factors for the complication of blood diseases and chronic hereditary disorders, and evaluate the effectiveness of the prevention activities; (5) conducts applied and operational research related to disease definition, etiology, diagnosis, complications, and prevention of blood diseases and chronic hereditary disorders; (6) conducts epidemiologic studies in persons and their families with blood diseases and chronic hereditary disorders; (7) plans, develops, and coordinates special surveys and populations studies in selected geographic areas to monitor and assess the complications of blood diseases and chronic hereditary disorders; (8) provides epidemiologic and medical consultation and technical assistance, including epidemic aids, to State and local health departments, other governmental agencies, and other public and private organizations in the investigation of blood diseases and chronic hereditary disorders; (9) designs and implements studies to evaluate the effectiveness of implemented prevention strategies in the prevention centers; (10) conducts applied research to develop, evaluate, improve, and standardize the methods and procedures used for the classification, surveillance, and prevention of blood diseases and chronic hereditary disorders; (11) participates in research on the prevention of the chronic complications of blood diseases and hereditary disorders; (12) provides diagnostic support for epidemiologic studies and epidemic aids on emerging blood diseases and chronic hereditary disorders; (13) determines the mechanisms of pathogenesis and complications of blood diseases and chronic hereditary disorders; (14) conducts research and provides reference services on diagnostic techniques for blood diseases and other hereditary disorders; (15) maintains the national reference laboratory for blood diseases and chronic hereditary disorders; (16) conducts research to improve laboratory methodologies and materials.



SCIENCE AND PUBLIC HEALTH TEAM
 Esther Sumartono, PhD,
 Acting Associate Director



RESOURCE MANAGEMENT OFFICE
 Terry Bolden (Acting)



INFORMATICS AND INFORMATION RESOURCES MANAGEMENT OFFICE
 Alex Null



DIVISION OF HUMAN DEVELOPMENT AND DISABILITY
 Ed Brann, MD, MPH, Director
 Chris Kochitzky, MSP, Deputy Director
 Vince Campbell, PhD, ADS



Early Hearing Detection and Intervention (EHDI) Team
 John Eichwald, MA,
 Team Leader



Child Development Studies Team
 Ruth Perou, PhD,
 Team Leader



Disability and Health Team
 Carol Strain, MSP,
 Acting Team Leader



Laboratory Team
 Craig Hooper, PhD, Acting Team Leader



Epidemiology and Surveillance Team
 Nicole Dowling, PhD,
 Acting Team Leader



Birth Defects State Research Partnerships Team
 Peggy Horien, PhD,
 Acting Team Leader



Prevention Research Team
 Joe Mullinaro, MD,
 Team Leader



Developmental Disabilities Surveillance and Epidemiology Team
 Marshayln Yeargin-Allsopp, MD, MPH, Team Leader



Fetal Alcohol Syndrome Prevention Team
 Jacquie Bertrand, PhD,
 Acting Team Leader



Birth Defects Epidemiology Team
 Dave Erickson, DDS, PhD,
 Team Leader

Birth Defects Surveillance Team
 Adolfo Correa, MD, PhD, MS, MPH, Team Leader



Pediatrics Genetics Team
 Richard Olney, MD, MPH, Acting Team Leader



NATIONAL CENTER ON BIRTH DEFECTS AND DEVELOPMENTAL DISABILITIES
 José F. Cordero, MD, MPH, Director
 Ed Sontag, EDD, Acting Deputy Director
 Bob Ruiz, Acting Associate Director for Management
 Hani Atrash, MD, MPH, Associate Director for Program Development



BEHAVIORAL SCIENCE AND HEALTH EDUCATION TEAM
 Katherine Lyon Daniel, PhD,
 Associate Director
 Martha Alexander, MA, MPH,
 Acting Deputy Associate Director



POLICY, PLANNING AND EVALUATION TEAM
 Peter Rzeszutanski,
 Acting Associate Director
 Namita Joshi,
 Acting Deputy Associate Director



DIVISION OF HEREDITARY BLOOD DISORDERS
 Sally Crudder, Acting Director
 (Vacant), Acting Deputy Director
 Mike Soucie, PhD, Acting ADS

DIVISION OF BIRTH DEFECTS AND DEVELOPMENTAL DISABILITIES
 Coleen Boyle, PhD, Director
 Tom Home, MPH, Acting Deputy Director
 Sonia Rasmussen, MD, ADS



U.S. Department of Health and Human Services
 Centers for Disease Control and Prevention



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