

SMG 1255.12

FDA Staff Manual Guides, Volume I – Organizations and Functions

Department of Health and Human Services

Food and Drug Administration

Center for Devices and Radiological Health

Office of Communication, Information Disclosure, Training, and Education

Office of Communication and Content Development

Effective: January 22, 2024

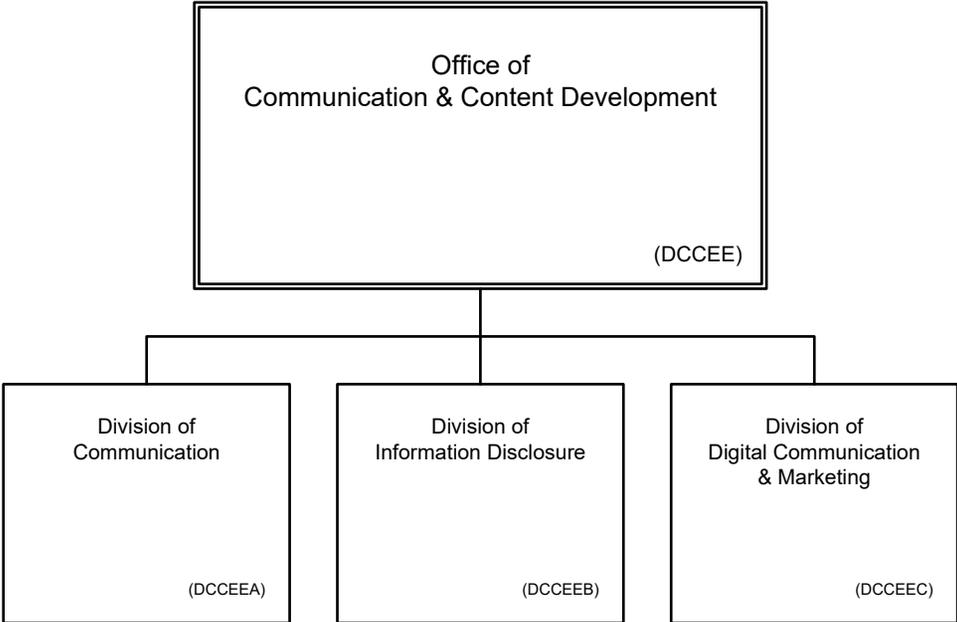
1. Office of Communication and Content Development (DCCEE).

- A. Provides strategic communication advice to the Center for Devices and Radiological Health (CDRH) and Food and Drug Administration (FDA) leadership.
- B. Develops and coordinates overarching communication activities for internal and external stakeholders.
- C. Manages the CDRH video production studio facility.
- D. Leads CDRH web program.
- E. Oversees Center activities pertaining to information disclosure.
- F. Plans and conducts formative and evaluative social science risk communication research to develop and enhance communication messaging.
- G. Conducts usability testing and research to identify the information needs of specific target audiences and improve the website user experience.
- H. Establishes, develops, and maintains effective working relationships with others in the Center for Devices and Radiological Health, to support Center and FDA programs in providing timely and accessible information about FDA-regulated products.

2. Authority and Effective Date.

The functional statements for the Office of Communication and Content Development were approved by the Secretary of Health and Human Services on December 21, 2023, and effective on January 22, 2024.

**Department of Health and Human Services
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The following is the Department of Health and Human Services, Food and Drug Administration, Center for Devices and Radiological Health, Office of the Center Director, Office of Communication, Information Disclosure, Training and Education, Office of Communication and Content Development organization structure depicting all the organizational structures reporting to the Director:

Office of Communication and Content Development (DCCEE)
Division of Communication (DCCEEA)
Division of Information Disclosure (DCCEEB)
Division of Digital Communication and Marketing (DCCEEC)