

ATTACHMENT 5

**Advance Letter to
Potential Respondents in
REACH U.S. Communities**

Dear Resident:

The Centers for Disease Control and Prevention (CDC) is one of the primary agencies in the United States government for protecting the health and safety of all Americans and for providing essential human services, especially for those people who are least able to help themselves. As part of its mission, the CDC has launched a survey on health and health care in your area.

Your household has been selected for the study. A professional interviewer from [INSERT NAME OF DATA COLLECTION CONTRACTOR, AFTER COMPETITIVE REVIEW PROCESS HAS BEEN COMPLETED], the firm that is conducting the study on our behalf, will be contacting you soon to conduct a brief telephone interview with you—in most cases only 2 minutes--to identify anyone who might be chosen for a longer interview on health-related issues. (The longer interview takes approximately 15 minutes.)

I hope that you will agree to participate when an interviewer from [INSERT NAME OF DATA COLLECTION CONTRACTOR] contacts your household. Meanwhile, if you would like more information, or would like to be interviewed immediately, please feel free to call toll-free at 1-800-xxx-xxxx.

Your participation in this effort, while extremely important to the study, is completely voluntary. There is no penalty for not participating, or for skipping any questions you don't wish to answer. Additionally, CDC will protect your privacy: your name will not be recorded with your answers, and no person or household will be identified in reports on this study.

Sincerely,

Youlian Liao, MD

Project Officer
National Center for Chronic Disease Prevention and Health Promotion