

*Attachment L: Script for Follow Up Scheduling Phone Call for Interview*

Hello \_\_\_\_\_,

This is \_\_\_\_\_ from IMPAQ International, a research firm contracted by the Agency for Healthcare Research and Quality (AHRQ). I am calling in to follow up to a letter you should have received from Jean Slutsky, Director of AHRQ Center for Outcomes and Effectiveness, and an email from Lia Hotchkiss in the EHC program about participating in an interview as part of an evaluation of the EHC program. The purpose of the interview is to learn more about the EHC program's approach to engaging stakeholders and prioritizing research topics, and is part of the EHC program's ongoing effort to provide reliable and practical data to patients, health care providers, and policymakers to make the best health care decisions.

Your participation is voluntary and any information you provide will remain confidential to the extent permitted by law. Study findings will be presented at an aggregate-level and your name will not be identified in any reports to AHRQ or the general public, so as to ensure your confidentiality. However, there may be a slight risk that someone very knowledgeable of your research or your organization might be able to recognize the source of information or the organization you represent.

The interview will take no longer than one-hour and will be conducted by telephone (or in person if you prefer and are in the Washington, D.C./Baltimore area). We can email you a copy of the interview guide in advance for your reference. Would you be willing to participate?

[*If yes*] The interview will be audio recorded, with your permission, to enhance the reliability of data collection. If you do not wish to be audio recorded, we can still conduct the interview taking written notes instead. Do you agree to audio recording of the interview?

We are currently scheduling interviews during the week of \_\_\_\_ and \_\_\_\_ between the hours of 9am-5pm EST. When would be a good time for you?

We have you scheduled for \_\_\_\_ at \_\_\_\_ EST. Thank you in advance for your input.

Sincerely,

*IMPAQ International*