

*Attachment O: Follow up/Reminder Email for Survey*

Dear \_\_\_\_\_,

A few days ago you should have receive an invitation to participate in an online survey about the Effective Health Care (EHC) program at the Agency for Healthcare Research and Quality (AHRQ). The survey is part of an evaluation of the EHC program's governance approach to maximizing the engagement of stakeholders and prioritizing research topics.

Our records indicate that you have not yet completed the survey. This is to remind you to complete the online survey. The survey will only take approximately 20 minutes. Please click [here](#) to begin the survey.

[Insert the survey link]

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.

If you choose not to participate, you can use the "voting" option by this email indicating your desire not to participate. If you would like more information about this survey, please contact the study Project Director Ying Wang at [insert phone number] or [insert email address].

Thanks in advance for your participation! We appreciate your consideration, and look forward to your input.

Sincerely,

Ying Wang, PhD  
*Project Director, Evaluation of AHRQ EHC program Governance and Priority-Setting  
IMPAQ International*