**Attachment 2a – Advance letter**

dhhs_logo

**DEPARTMENT OF HEALTH & HUMAN SERVICES** **Public Health Service**

**Centers for Disease Control and Prevention**

**National Center for Health Statistics**

**3311 Toledo Road**

**Hyattsville, Maryland 20782**

Date

Full name

Street address

City, State, Zip

Dear [Fill]:

Recently, you participated in the NAMCS Supplement on Electronic Medical Records. The Questionnaire Design Research Laboratory at the National Center for Health Statistics is looking for volunteers to evaluate a questionnaire about office practices and the adoption of electronic medical records in ambulatory care settings. These research interviews will be used to help us to improve the survey questions before they are fielded.

You will be asked to participate in a one hour one-on-one survey research interview and you will receive $100 for your participation.

Participation is voluntary, and you may refuse to answer any question or may stop participating at any time without penalty or loss of benefits.

You will be called to ascertain your interest in participating in this important study and to discuss details of your participation. If you have any questions regarding this study, please call me at 301-458-4335. We greatly appreciate your cooperation.

Sincerely,

Liz Zarate

Questionnaire Design Research Laboratory

Centers for Disease Control and Prevention

National Center for Health Statistics

3311 Toledo Road

Hyattsville, MD 20782

Phone: 301-458-4335

Email: EZarate@cdc.gov

**Attachment 2b – Advance letter**

dhhs_logo

**DEPARTMENT OF HEALTH & HUMAN SERVICES** **Public Health Service**

**Centers for Disease Control and Prevention**

**National Center for Health Statistics**

**3311 Toledo Road**

**Hyattsville, Maryland 20782**

Date

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Sincerely,

Liz Zarate

Questionnaire Design Research Laboratory

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