

Dear TeamSTEPPS Master Trainer:

As you may recall, you participated in the National Implementation of TeamSTEPPS Master Training program sponsored by the Agency for Healthcare Research and Quality (AHRQ) and the Department of Defense's (DoD) Tricare Management Activity (TMA). AHRQ has recently contracted with the American Institutes for Research (AIR), a not-for-profit research organization, to learn about the extent to which you, as a participant in the program, have found the training and networking experience useful and applicable in your day-to-day work. As a result, we will be contacting you in the coming weeks so that you can participate in an online questionnaire that is designed to capture your assessment of the usefulness of the training program, as well as identify any implementation activities in which you have been involved since attending the program.

The questionnaire will take approximately 20 minutes of your time and will be conducted entirely online. Your responses will be used to improve upon future AHRQ patient safety efforts and to identify the most useful parts of the current program.

Please note that all of your information will remain confidential and that all information provided to AHRQ as a result of this questionnaire will be reported at the aggregate level to ensure your confidentiality. Should you have any questions or comments about this questionnaire or the project, please do not hesitate to contact me at 202-403-5176 or aalonso@air.org.

If you have concerns or questions about your rights as a participant, contact AIR's Institutional Review Board (which is responsible for the protection of project participants) at IRB@air.org toll free at 1-800-634-0797 or c/o IRB, 1000 Thomas Jefferson Street, NW, Washington, DC 20007.

Sincerely,

Alexander Alonso, Ph.D.
Senior Research Scientist
American Institutes for Research

Dear TeamSTEPPS Master Trainer:

As you may recall, you participated in the National Implementation of TeamSTEPPS Master Training program sponsored by the Agency for Healthcare Research and Quality (AHRQ) and the Department of Defense's (DoD) Tricare Management Activity (TMA).

The American Institutes for Research (AIR) are working with AHRQ to gather lessons learned from the National Implementation of TeamSTEPPS Master Training program. AHRQ has asked us to learn about the extent to which you, as a participant in the program, have found the training and networking experience useful and applicable in your day-to-day work. We are also interested in learning about your TeamSTEPPS implementation experiences since your participation in the program. Your experiences in patient safety resulting from participation in the TeamSTEPPS Master Training program will provide useful information for AHRQ on how best to implement any future patient safety training activities.

To compile the lessons learned, we would like you to participate in an online questionnaire that is designed to capture your assessment of the usefulness of the training program, as well as identify any patient safety activities in which you have been involved since attending the program. The questionnaire will take approximately 20 minutes of your time and will be conducted entirely online. Your responses will be used to improve upon future AHRQ patient safety efforts and to identify the most useful parts of the current program.

Please access the questionnaire by clicking on this link [insert website] or by pasting this address into the address line of your internet browser. The questionnaire will be available until [insert date].

Please note that your participation in this questionnaire is critical. The information you provide will be used to shape future patient safety improvement efforts by AHRQ and will be used to maintain important elements of the TeamSTEPPS Master Training program that have contributed to your organization's patient safety initiatives. AHRQ eagerly anticipates your input.

Please note that all of your information will remain confidential and that all information provided to AHRQ as a result of this questionnaire will be reported at the aggregate level to ensure your confidentiality. Should you have any questions or comments about this questionnaire or the project, please do not hesitate to contact me at 202-403-5176 or aalonso@air.org.

Sincerely,

Alexander Alonso, Ph.D.
Senior Research Scientist
American Institutes for Research

Dear TeamSTEPPS Master Trainer:

This is a reminder of the online questionnaire regarding the National Implementation of TeamSTEPPS Master Training program, sponsored by the Agency for Healthcare Research and Quality (AHRQ) and the Department of Defense's (DoD) Tricare Management Activity (TMA). The questionnaire is designed to capture your assessment of the usefulness of the training program and identify any TeamSTEPPS implementation activities in which you have been involved since attending the program

The questionnaire will take approximately 20 minutes of your time and will be conducted entirely online. Your responses will be used to improve upon future AHRQ patient safety efforts and to identify the most useful parts of the current program.

Please access the questionnaire by clicking on this link [insert website] or by pasting this address into the address line of your internet browser. The questionnaire will be available until [insert date].

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Please note that all of your information will remain confidential and that all information provided to AHRQ as a result of this questionnaire will be reported at the aggregate level to ensure your confidentiality. Should you have any questions or comments about this questionnaire or the project, please do not hesitate to contact me at 202-403-5176 or aalonso@air.org.

Sincerely,

Alexander Alonso, Ph.D.
Senior Research Scientist
American Institutes for Research

Dear TeamSTEPPS Master Trainer:

Thank you for your participation in the online questionnaire regarding the National Implementation of TeamSTEPPS Master Training program! Your responses will be used to improve upon future AHRQ programs and will help identify the most useful parts of the current program. Please note that all of your information will remain confidential and that all information provided to AHRQ as a result of this questionnaire will be reported at the aggregate level to ensure your confidentiality. Should you have any questions or comments about this questionnaire or the project, please do not hesitate to contact me at 202-403-5176 or aalonso@air.org.

Sincerely,

Alexander Alonso, Ph.D.
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