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**Assurances of Confidentiality** - All information which would permit identification of any individual, a practice, or an establishment will be held confidential, will be used only by persons engaged in and for the purpose of the survey and will not be disclosed or released to other persons or used for any other purposes without the consent of the individual or the establishment in accordance with section 308(d) of the Public Health Service Act (42 USC 242m).

## National Hospital Discharge Survey Presentation

### Interview with Hospital Executive and Staff

Once a hospital has been identified and selected for the NHDS Redesign, RTI will send a letter to the point of contact (POC) at the hospital (e.g., the CEO) from Edward Sondik, Ph.D, Director, NCHS. A time will be arranged to have a telephone meeting with the POC and other relevant hospital staff. The goal is to begin the actual induction at that time, but it is understood that some hospitals may require an in-person visit to discuss the project further.

This presentation is to talk to hospital staff about participating in the study to redesign the National Hospital Discharge Survey (NHDS) and encourage them to participate. Information will be distributed such as:

- NHDS folder containing a description of the NCHS, the NHDS, the redesign and its purpose
- Frequently Asked Questions related to this redesign
- CDC/NCHS IRB Approval Letter
- Patient Sampling Plan
- NCHS and RTI data safeguarding plans
- Facility Questionnaire
- List of Data Abstraction Elements
- 2005 Advance Data Report

The contractor will present background information on the NCHS and the Current NHDS such as the fact that these data are publicly available for researchers in federal and state governments, hospitals, academia, and other institutions. The public use files do not allow identification of hospitals or patients. They are used for public health and to inform health care policy and research.

The contractor will give a description of and describe the purpose of the NHDS Redesign. The contractor will describe the data to be collected:

Issues concerning confidentiality will be discussed such as: Health Insurance Portability and Accountability Act (HIPAA), the NCHS IRB and the Public Health Service Act.