

ATTACHMENT – E: Advance Survey Notification Email

Send message 1 week prior to survey opening [Date TBD pending OMB approval]

From: Judith A. Monroe, M.D.

To: All Health Officials and Senior Deputy Health Officials (States and DC)

Subject: Evaluation of the CDC Prevention Status Report

Dear [Insert Health Official name]

In late March 2011, CDC Director, Dr. Thomas R. Frieden, and I sent you the first CDC Prevention Status Report (PSR). This is the first time CDC has sent direct communication to Health Officials regarding public health status and preventive health performance in your state [“district” for DC version]. The purpose of the PSR is to **help advance evidence-based public health policy and practice** in states and the District of Columbia by sharing the status of key public health indicators and performance on key policy indicators with Health Officials and identifying areas where improvements can be made.

The Office for State, Tribal, Local and Territorial Support (OSTLTS) is conducting a survey to assess the utility of the PSR and early indications of its success in achieving its purpose. The PSR was designed with you and your Senior Deputy Health Official as the primary intended audience. We are interested in surveying you or your Senior Deputy Health Official regarding your:

- 1) perceptions of the PSR,
- 2) utilization of the PSR,
- 3) and recommendations for improving the PSR.

The survey will be administered online and will be open from [actual date TBD pending OMB approval]. The survey should take approximately 15-20 minutes to complete. Additional information and a link to the survey will be emailed to you on [Enter date]. Your participation in this survey is voluntary.

If you have preliminary questions or concerns, please contact Garry Lowry at 404.498.0361 or via email at gel2@cdc.gov.

Thank you for your consideration.

Sincerely,

Judith A. Monroe, M.D.
Deputy Director, CDC
Director, OSTLTS