

Attachment Q

Unable to Contact Letters

[DATE]

Resident

[STREET ADDRESS]

[CITY], [STATE] [ZIP]

Dear Resident:

Recently, a Field Interviewer from Research Triangle Institute attempted to contact your household about participating in the National Survey on Drug Use and Health. So far, we have been unable to speak with anyone in your household. Your participation in this study is important—this is why we continue to try and reach you.

Some people are cautious about speaking to a stranger at the door, and that is understandable. Please know that we are not soliciting or selling anything—we have just a few general questions to ask that will take about five minutes. It is not necessary for you to let the interviewer into your home—you can answer the questions right at your door.

After these initial questions, someone in your household may or may not be randomly selected to participate in the full interview. **If anyone is selected for the full interview, that person will receive a cash payment of \$30 at the end of the interview as a token of appreciation for participating.**

A limited number of households were randomly selected to represent the population of the U.S. Your household cannot be replaced. If you choose not to participate, your experiences and views—as well as the thousands of people you represent—will not have a chance to be heard.

Thank you for your time. I hope you'll choose to participate in this extremely important and beneficial study.

Sincerely,

[FS NAME], Field Supervisor

P.S. Please, if you have any questions or would like to set up an appointment, telephone me toll-free at [TOLL FREE NUMBER].

Enclosure

*The National Survey on Drug Use and Health is conducted by Research Triangle Institute for the Substance Abuse and Mental Health Services Administration, an agency of the U.S. Public Health Service in the Department of Health and Human Services.
[<http://nsduhweb.rti.org>] [<http://www.samhsa.gov>] [<http://www.rti.org>]

[DATE]

Resident
[STREET ADDRESS]
[CITY], [STATE] [ZIP]

Attention: [age] year old [gender] resident

Dear Resident:

Recently, a Field Interviewer from Research Triangle Institute came to your home and asked you to participate in the National Survey on Drug Use and Health. You were not available to complete the interview at that time and have been away or unavailable each time the interviewer has returned since then. Your participation in this study is important—this is why we continue to try and reach you.

A limited number of people were randomly selected to represent the population of the U.S. You cannot be replaced. If you choose not to participate, your experiences and views—as well as the thousands of people you represent—will not be heard.

Your answers to the survey questions are combined with the answers of thousands of other people and reported only as overall numbers. To further protect your privacy, the survey is set up so that you record most of your own answers—the interviewer never sees or hears them. Also, the option to refuse to answer any question is always available.

The results of this study help state and national policymakers learn about health issues—including information on alcohol, tobacco, and drug use, non-use, and opinions—so that informed decisions about policies and programs can be made. By participating in this study, you will make a direct impact on important health-related decisions.

Your participation is critical to the success of this study, and we are happy to make a special effort to work around your schedule so that you can be included. Please feel free to call me to set up an appointment time—the interview can also be conducted at a neutral location such as a public library.

We appreciate that your time is a precious commodity. **As a token of our appreciation, you will receive a cash payment of \$30 at the end of the interview.**

Thank you for your time. I hope you'll choose to participate in this extremely important and beneficial study.

Sincerely,

[FS NAME], Field Supervisor

P.S. Please, if you have any questions, telephone me toll-free at [TOLL FREE NUMBER].

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