



Assisted Living  
Provider Information Tool  
For Consumer Education



Script for Verification of ALF Mailing Address and  
Name of Administrator/Executive Director

Good morning/afternoon. My name is \_\_\_\_\_ and I am calling from the University of North Carolina on behalf of the U.S. Agency for Healthcare Research and Quality (AHRQ).

We are conducting research for AHRQ and would like to mail some important materials to the Administrator/Executive Director of your assisted living community.

As such, I would like to verify the mailing address of the community and the name of the Administrator/Executive Director.

Please know that provision of this information is completely voluntary.

[BASED UPON RESPONDENT'S INITIAL TELEPHONE GREETING, VERIFY (WITHOUT ASKING THE RESPONDENT) THE NAME OF THE FACILITY AND RECORD ANY FACILITY NAME CHANGES BELOW:]

Is the mailing address of your community \_\_\_\_\_ [READ THE FACILITY ADDRESS AS PRINTED BELOW AND RECORD ANY CHANGES]:

Preprinted facility name, address and  
telephone number

Abt SRBI ID # XX-XXX

What is the name of your current Administrator/Executive Director?

Thank you very much. I appreciate your help with this effort."

**RESULT CODE - CIRCLE ALL THAT APPLY:**

1. No changes to facility name and address
2. Facility name changed
3. Facility address changed
4. Refused to verify address
5. Refused to provide name of administrator
6. Out-of-business/Could not locate the facility

Public reporting burden for this collection of information is estimated to average 1 minutes per response, the estimated time required to complete the survey. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: AHRQ Reports Clearance Officer Attention: PRA, Paperwork Reduction Project (0935-XXXX) AHRQ, 540 Gaither Road, Room # 5036, Rockville, MD 20850.