

SAMPLE RESPONSE: Notification of Loss of Recognition

To: [DPRP Applicant]

From: [DPRP Staff]

Subject: Your organization is no longer recognized by CDC DPRP

We regret to inform you that your organization [organization code xxxxxxxxxx] is no longer recognized by CDC Diabetes Prevention Recognition Program (DPRP). Your organization has lost recognition (including pending and full) for the following reason(s):

__Your initial submission of evaluation data was not received within 18 months following your DPRP acceptance date, as specified in the *CDC Diabetes Prevention Recognition Program Standards and Operating Procedures (DPRP Standards)*.

__Your scheduled submission of evaluation data was not received by the DPRP within 4 weeks following the date it was due, as required and specified in the *DPRP Standards*.

__ Our review of your evaluation data showed that your program did not meet some of the criteria for recognition specified in the *DPRP Standards* [DPRP will specify which criteria].

__ Other [DPRP will specify, may include results of a program audit].

If your organization has lost recognition, you may reapply to the DPRP 1 year after the date of this notification of loss of recognition, as specified in the *DPRP Standards*.

If you choose to reapply for recognition by the DPRP, you may submit your application using the online form (please choose “reapplying” and enter your organization code).

If you believe this notification is in error or have any other questions about your organization’s loss of recognition or about reapplying to the DPRP, please call the Centers for Disease Control and Prevention’s help line, CDC-Info:

800-CDC-INFO

(800-232-4636)

TTY: (888)232-6348

24 Hours/Every Day

cdcinfo@cdc.gov

Please ask the help desk staff for information about loss of recognition by the Diabetes Prevention Recognition Program. You may also send an email to the CDC help desk with the subject line “Diabetes Prevention Recognition Program Loss of Recognition.”

Thank you for your interest in the CDC Diabetes Prevention Recognition Program and for your commitment to helping people with prediabetes strive to prevention type 2 diabetes and improve their health through this program.

The CDC DPRP Team