

Attachment M: FOCUS GROUP PHONE REMINDER SCRIPT

Hello _____.

My name is _____. I'm from the Cadmus Group, a contractor working in support of the Agency for Toxic Substances and Disease Registry.

I'm calling to remind you about your participation in the Agency for Toxic Substances and Disease Registry (ATSDR) document evaluation focus group. Your focus group is scheduled for **[time]** on **[date]** at the **[location]**. Please try to arrive at least 15 minutes prior to the group. The focus group should last no longer than two hours.

In preparation for the focus group, please re-familiarize yourself with the **[Navy Mills Health Consultation/BoRit Asbestos Health Consultation/Black Butte Mine Public Health Assessment/Oak Ridge Y-12 Mercury Release Public Health Assessment/Midlothian Air Quality Health Consultation]** document we will be discussing.

Be sure to refer to the confirmation email you received on **[date]** to find directions by car and public transportation to **[meeting site]**. If you have any questions, feel free to contact me. I can be reached at **[phone number]** or e-mailed at **[e-mail address]**.

We look forward to seeing you on **[date]**.