

[Date]

Dear Tribal Chairperson,

We are writing to inform you of a Head Start study, the **Head Start Health Manager Descriptive Study**, that will be taking place in the late fall/winter of 2012.

The purpose of the study is to provide a current snapshot of health-related activities and programming within Head Start (HS) and Early Head Start (EHS) programs, to better understand the context in which the HS/EHS health service area operates, and to identify the current needs of health managers and health staff as they work towards improving the health of HS/EHS children, parents and staff. This study will provide an understanding of what Head Start programs are doing in the health services area and provide needed information about the areas in which further assistance may be needed. We have attached a Study Summary for your review that describes the study in more detail.

This proposed study has previously been reviewed and approved by the RAND Corporation Institutional Review Board and the Office of Management and Budget. We are now seeking approval from the National Indian Health Service IRB, each of the regional Indian Health Service IRBs, and independent tribal IRB boards (specifically California Rural Indian Health Board, Cherokee Nation, Chickasaw Nation, Choctaw Nation and the Rocky Mountain Tribal Institutional Review Board).

If you require any additional information or have additional questions about this study, please feel free to contact me or one of the other individuals listed at the end of the attached Study Summary.

Sincerely,

Yvette Sanchez Fuentes, Director of the Office of Head Start

Attachment: Head Start Health Manager Descriptive Study Summary