

TELEPHONE SCRIPT FOR RETROSPECTIVE RECRUITMENT

Hello, my name is _____ from the Virginia Tech Transportation Institute. I am calling you about a study we are currently conducting regarding commercial driver differences. Your carrier provided me with your name and contact information. Do you have some time to talk with me now or is there a better time to discuss this project with you?

If “NO” then:

*Ok, could you let me know a better time to call? **Discuss a time to call back.** OK, I look forward to talking to you on date at time.*

If “YES” then:

*Great, I’m a researcher with the Virginia Tech Transportation Institute. I’m recruiting participants for a study which will examine a variety of driver and situational factors and look at their relationship to being involved in a crash or violation. If you agree to participate in the study, you will be asked to complete a few questionnaires either on the internet or with pen and paper using a packet we will mail to you and request that you mail back to us. The questionnaires will request information of recent life experiences and a job description. They should take about one hour and twenty minutes to complete. All the information obtained will be confidential and no personal identifying information will be shared with your employer. You will receive a \$20 gift/debit card for completing the Driver Survey and will receive a \$10 cash/gift/debit card as well as be entered into a raffle for a cash gift or gift/debit card for completing the Follow-Up Survey. A raffle drawing for \$1,000 will be held and the potential odds for winning will be approximately 1 in 300. Your participation, or lack of, will have no influence on your job status. Do you have any questions regarding the study? **Discuss and answer any questions drivers might have.** Would you be interested in participating in the study?*

If “NO” then:

OK, will thank you very much for your time.

If “YES” then:

Great. With your permission, I would like to send you the study packet of materials to review, complete and return. If you would like to receive this study packet of materials, please state so at this time. Your statement will indicate your voluntary consent to receive the study packet of materials.

If participant DOES NOT give his/her voluntary consent to receive the study packet:

OK, will thank you very much for your time.

If participant gives his/her consent to receive the study packet:

Great! Would you like to fill out the surveys via the internet or using a paper survey packet?

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If via internet then:

*Ok, I will send you the link and access to the survey via email. Could I please give me the email address you would like me to receive this information? **Note and verify information.***

If via US mail then:

*Ok, I will send you a study packet that includes information about the study, two Informed Consent Form, and the Driver Survey and Follow-Up Survey that we ask you to complete. I will also send you a self-addressed and stamped, tamper proof envelope for you to use to return one copy of the signed Informed Consent Form and completed surveys. Please be sure to read through the Informed Consent Form, sign one copy, and return it along with your completed Driver Survey and Follow-Up Survey. The other copy of the Informed Consent Form is your copy to keep. Could you please give me the address to which you would like to receive this packet? **Note and verify information.***

*Alright, I will get this information out to you quickly and as soon as we receive your completed surveys we will send you your \$20 and \$10 gift card and enter you into the raffle. Is this number the best way to contact you? What address would you like to receive your gift card? **Note and verify information.***

Do you have any questions about our study?

Answer any questions.

*Well, thank you for participating in our study. If any questions come up later, please feel free to contact me at **give phone number and/or email address.** Contact information will also be available in the study packet that you will receive.*