

October ____, 2011

<Practice Info>

Dear <title / name>:

I am (we are) writing to notify you of the launch of the **National Children's Study (NCS) Worcester County** field activities and to invite your collaboration in this historic NIH-funded local and nationwide research study.

The NCS is a ground-breaking longitudinal study led by the Eunice Kennedy Shriver National Institute of Child Health and Human Development of the National Institutes of Health. The purpose of the NCS is to evaluate the effect of the environment on child growth and development and the onset of childhood diseases. Nationally, 100,000 children will be followed from pre-birth to age 21 years. Worcester County is one of just 100 U.S. counties selected as study sites and we will be recruiting 1000 pregnant women into the study over a four year period. UMass Medical School is the local research lead of the study.

Over the next few months, in Worcester County, we will be piloting a recruitment strategy for engaging prospective study participants as they present for prenatal care services. As we prepare to implement this pilot, we must first establish a complete list of all local pre-natal care providers in the county. Hence we would like to request your assistance in helping us identify the providers affiliated with your organization.

Attached is a list of prenatal care providers that we currently have for _____. Some of the information was collected directly from your website, and other information was found as part of publicly available data. We want the information to be accurate, so, we would like to double-check with you or your administrative proxy the accuracy of this list before we submit our roster to NCS nationally. Could you please help us to review this list?

We realize that you may not have the time personally to review the list. If that is the case, please feel free to contact us at 508-856-3699 or umassnics@umassmed.edu with the name of a point person at _____ whom we could contact to obtain this information.

Once again, I (we) want to thank you for supporting us in our mission to improve the health and well-being of children in our communities.

Respectfully,

MEF
Principal Investigator
Other appropriate institutional titles.

The relevant CAB member as possible