**REC KSN FEEDBACK INTERVIEWS**

**Email Request to Complete Survey**

To: REC Member

Cc: Kevin Chaney

From: HITRCSurvey@westat.com

Subject: REC Feedback on the HITRC Community

Dear *REC Member*,

With the goal of better understanding how the RECs are utilizing HITRC support CoPs and the shared resources, we are asking you to complete a short web survey. This survey is being conducted by the HITRC project staff at Westat.

Your participation is voluntary and you can refuse to answer any questions or withdraw from the study at any time.  All information obtained will be kept confidential to the extent the law allows.

Please contact us with any comments, questions or concerns about the survey. We greatly appreciate your support in this process.

Click the following link to begin the survey: <insert link>.

Thank you,

The HITRC Survey Team at Westat

SIG BLOCK

**Email Reminder #1**

To: REC Member

Cc: Kevin Chaney

From: HITRCSurvey@westat.com

Subject: Reminder: REC Feedback on the HITRC Community

Dear *REC Member*,

With the goal of better understanding how the RECs are utilizing HITRC support CoPs and the shared resources, we are asking you to complete a short web survey. This survey is being conducted by the HITRC project staff at Westat.

Your participation is voluntary and you can refuse to answer any questions or withdraw from the study at any time.  All information obtained will be kept confidential to the extent the law allows.

Please contact us with any comments, questions or concerns about the survey. We greatly appreciate your support in this process.

Click the following link to begin the survey: <insert link>.

Thank you,

The HITRC Survey Team at Westat

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**Final Email Reminder**

To: REC Member

Cc: Kevin Chaney

From: HITRCSurvey@westat.com

Subject: Last Call for REC Feedback on the HITRC Community

Dear *REC Member*,

A few weeks ago, we sent you a request to complete the HITRC Community Feedback survey we are conducting. There are only a few days left to complete the survey, and we would hate to miss your opinions! Please complete the survey by [insert final date here].

Remember, your participation is voluntary and you can refuse to answer any questions or withdraw from the study at any time.  All information obtained will be kept confidential to the extent the law allows.

Please contact us with any comments, questions or concerns about the survey. We greatly appreciate your support in this process.

Click the following link to begin the survey: <insert link>.

Thank you,

The HITRC Survey Team at Westat

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