

APPENDIX B
REMINDER MAILINGS

DRAFT FINAL APPEAL LETTER
[to be printed on DOL Letterhead]

Date

Dear FIRST NAME, LAST NAME:

You have not yet taken the opportunity to call and check your eligibility for a special study about the health insurance needs of workers and their families after they become unemployed. This study, which is sponsored by the U.S. Department of Labor (DOL), will help DOL better serve the needs of people who are unemployed. Mathematica, an independent research company based in Princeton, New Jersey, is conducting this study on behalf of DOL. I urge you to **call and check your eligibility today!** You can check your eligibility for the study in two ways:

1) Complete a brief screening survey using your touchtone telephone. You can call 1-xxx-xxx-xxx toll free at your convenience--24 hours a day, seven days a week.

2) Complete a brief screening survey with an interviewer at Mathematica, either by calling Mathematica toll free at 1-xxx-xxx-xxxx and asking for Carla Smith or by answering the screening questions when an interviewer from Mathematica calls you.

You will need the following personal identification number (PIN) available when you call:

PIN #: XXXXXXXX

The screening questions will take **about two minutes** of your time. You will be asked to answer a few short questions about your job with [fill EMPLOYER NAME] and the health insurance options that were available to you before that job ended in [fill MONTH, YEAR]. Not everyone will be selected. If you are selected to participate in the study, you will be asked to complete a telephone interview with one of Mathematica's interviewers. This interview will take about 45 minutes to complete depending on your circumstances. **If you are selected for the study and complete the full interview, Mathematica will send you a payment of \$30 as a token of our appreciation.** You can complete the screening interview and the full interview in either English or Spanish.

Your participation is voluntary, but we encourage you to call in to see if you are eligible and to complete the full survey if you are selected. Any information that we collect from you will be used for research purposes only and will be kept private and confidential to the fullest extent allowed by law.

Thank you for taking the time to consider our request. An information sheet about the study is enclosed. If you have any questions about the survey, please call Mathematica toll-free at xxx xxx xxx, and ask for Carla Smith. You can learn more about Mathematica by visiting our website at www.mathematica-mpr.com. For more information about the study, please visit the DOL website at <http://www.dol.gov/>.

Sincerely,

DOL OFFICIAL

Enclosure

INFORMATION SHEET STUDY ON HEALTH INSURANCE NEEDS AND USE

WHO/WHICH AGENCY IS SPONSORING THE STUDY?

This study is being sponsored by the United States Department of Labor (DOL).

WHO IS CONDUCTING THE STUDY?

Mathematica, an independent research company is conducting the study on behalf of. Mathematica has more than 40 years of policy research and program evaluation experience. You can learn more about Mathematica by visiting our website at www.mathematica-mpr.com.

WHAT IS THE PURPOSE OF THE STUDY?

This study will look at how the health insurance status of individuals and their families change after they become unemployed.

WHO IS ELIGIBLE TO PARTICIPATE IN THE STUDY?

Some people who became unemployed and filed for unemployment insurance benefits between February 17, 2009 and March 31, 2011.

HOW DID YOU GET MY NAME?

Your name was scientifically selected from among persons in your state who filed for unemployment insurance compensation benefits between February 17, 2009 and March 31, 2011.

IS THE SURVEY CONFIDENTIAL?

Yes. All of the information we collect in the survey will be kept confidential as provided in the Privacy Act of 1974 and will be used for research purposes only. Your answers will be combined with the answers of other survey participants. Your name will never be used in any reports. Only members of the study team will have information about you.

HOW LONG WILL THIS TAKE?

The screening interview to see if you are eligible will take about two minutes to complete. If you are selected for the full survey, it will take about 45 minutes to complete.

WHO GAVE YOU THE AUTHORITY TO CONDUCT THE STUDY?

This study is being sponsored by DOL and has been approved by the U.S. Office of Management and Budget under OMB control number 1291-0001. Without this approval DOL would not be able to conduct this survey.

WHO CAN I CONTACT FOR MORE INFORMATION?

For more information about the study, you can visit the DOL website at <http://www.dol.gov/>. You can also call the study's project officer, Mr. Jonathan Simonetta of DOL at (202) 693-5085 or Mathematica's Project Director, Dr. Anu Rangarajan at 609-936-2765. For questions about the survey you can call Mathematica's Survey Director, Ms. Julita Milliner-Waddell at 609-275-2206.



U.S. Department of Labor

P.O. Box 2393
Princeton, NJ 08543-2393

RETURN SERVICE REQUESTED



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Greetings!

YOU MAY BE ELIGIBLE to participate in a special study about the health insurance needs of workers and their families after they become unemployed. The study is being sponsored by the U.S. Department of Labor (DOL).

You could EARN UP TO \$40 if you are eligible and complete the survey. There are two ways to find out if you are eligible:

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Don't miss this opportunity to share your experiences! Thank you in advance for your response.

DOL Official Signature

Mathematica is conducting this study for DOL under Contract No. XX-XXXXX-XX-XX and OMB Control No. 1291-0001.

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