

Attachment 4 - Recruitment Letter for Focus Groups

<Date>
<Name>
<Address>

Dear <Name>,

This letter is to invite you to participate in a CMV Focus Group research project to learn more about the psychosocial impact of congenital CMV infection on individuals and the family. This research is being sponsored by the Centers for Disease Control and Prevention. Responses obtained by interviewing families in a Focus Group setting who are directly affected by congenital CMV will help our understanding of how knowledge of CMV status impacts CMV parents and families, such as yours. This information will be used to answer important policy related questions about the psychosocial impact of adding CMV screening to newborn screening programs. In order to move the issue of newborn screening for congenital CMV forward, the impact of your knowing your child was born with congenital CMV is needed to design appropriate screening programs.

CMV staff and I have been involved in the design of the study and we will be involved in the analysis of the results of the interviews. However, because I have known you and your family for many years, I will not be the person conducting the Focus Group discussions. Instead, the group discussions will be conducted by a representative from an agency, Kirby Solutions, specializing in this type of research. The Focus Group discussions will last approximately 90 minutes. You may answer all, some, or none of the questions asked by the interviewer. You may leave the Focus Group at any time. We will provide you with an incentive as a token of appreciation for your interest. Participation in this Focus Group study is totally voluntary and it will not affect in any way your participation in our CMV Research Program or our CMV Clinic Program.

A member of my CMV staff will be contacting you soon about your interest and availability to participate in a CMV Focus Group. When contacted, just let us know if you would like to participate and we will schedule your discussion group and provide you with more details. If you do not wish to participate in the Focus Group project, just let us know.

Sincerely,

Gail J Demmler-Harrison MD
Professor
Department of Pediatrics
Baylor College of Medicine

Public reporting burden of this collection of information is estimated to average 5 minutes, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer; 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-XXXX)