

Attachment D: Doodle Scheduling Email

Dear XX:

As a follow-up to Dr. Brown's email invitation dated [DATE], I'd like to personally schedule your key informant interview for the CDC's "Healthy Homes Needs Assessment for State and Local Health Departments". This brief, approximately 20 minute phone interview will allow you to share your insights and suggestions for incorporating initiatives for primary prevention of lead poisoning into state prevention and health promotion plans. It is intended that the results of these interviews will help shape the next steps for ensuring that children are protected from lead exposure.

You have been selected because you are a key stakeholder for Healthy Homes; your experience is invaluable.

SciMetrika is contracted to work in support of the CDC Healthy Homes/Lead Poisoning Prevention (HHLPP) on this project; we will coordinate and conduct your phone interview. I have included a link to a Doodle poll for you to select your interview time. After clicking the link, please select the time that works best for you. After making your selection, I will follow-up with an Outlook invitation to schedule the interview.

[Doodle link]

I realize that your calendar is extremely busy, so please know that I am willing to accommodate your schedule. Please feel free to contact me if you would like to schedule a day/time that is not currently offered or if you have any questions.

Your time and expertise is much appreciated. SciMetrika is looking forward to our upcoming discussion.

Sincerely,

Rebecca Smartis MS
Project Coordinator
SciMetrika