

## Attachment I—Invitation Email

Dear X,

On behalf of the Public Health Foundation (PHF) and the Centers for Disease Control and Prevention (CDC), thank you for joining the Vector Control Program Performance Assessment and Improvement initiative. We look forward to working with you to help you improve the efficiency, effectiveness, and capacity of your vector control program through performance assessment and quality improvement (QI) activities.

This project has two parts, both of which should conclude by July 31, 2015:

- First, your team will be asked to measure the performance of your vector control program using the Environmental Public Health Program Self-Assessment Instrument (see attached) and email the results to PHF. This self-assessment instrument will help your team assess the performance of your vector control program using the Environmental Public Health Performance Standards (EnvPHPS) and identify the program's strengths and areas for improvement. The results should be emailed to Micaela Kirshy ([MKirshy@phf.org](mailto:MKirshy@phf.org)) by October 17, 2014.
- Second, using the results of your assessment and additional input you provide, PHF will work with you to prioritize and select an area to work on that you identify as important to improving your vector control program, and is feasible to address within the timeframe of this initiative. PHF's QI Experts will engage your team in using QI tools and processes to help you move your program from where you are now, to where you want to be. This customized technical assistance will consist of on-site visits, quality and performance improvement webinars, and remote coaching as needed.

Within the next several weeks, you will receive more information and resources about the EnvPHPS and how to complete the Self-Assessment Instrument.

If you have any questions or concerns, please feel free to contact either Micaela Kirshy ([MKirshy@phf.org](mailto:MKirshy@phf.org)), Project Manager for Performance Management and Quality Improvement at PHF, or Justin Gerding ([JGerding@cdc.gov](mailto:JGerding@cdc.gov)), Environmental Health Officer at CDC.

We look forward to working with you.

Thank you for your partnership,

Micaela Kirshy