

## **ATTACHMENT – K: Confirmation Interview**

**Subject: Advanced Notice: CDC IIS-ESV Interview Date and Guide**

Dear IIS Program Manager and Immunization Program Manager,

This email is to confirm the date and time of your interview with [fill in name of interviewer] for the CDC-led Initiative: *Examination of Immunization Information Systems Services and Value in a Changing Landscape (IIS-ESV)*.

**Date and time of interview: [insert day of the week, date and time]**

The interview will be conducted by [phone or in person]. You may want to include a designee from your program who can assist you in answering the interview questions.

Please try to complete the online data collection (detailed in a separate email) prior to your interview date as your responses will be helpful in preparing for the interview.

We thank you in advance for your IIS participation in this online data collection and interview. Your input is an important contribution to the development of project recommendations to inform CDC's future plans.

If you have any questions or need additional information on the follow-up interview, please contact Anne Cordon at [acordon@offspringsolutions.com](mailto:acordon@offspringsolutions.com) or by phone at (470) 246-4218.

<Insert Email Signature>