

APPENDIX SSS: NUTRITION EDUCATOR SURVEY REMINDER SCRIPT



Hi, my name is [Insert Name] and I work for Altarum Institute. When I [or Insert Name] visited at your WIC site on [MM/DD/YY], I [or she/he] gave you information about a survey for the WIC Nutrition Education Study or NEST. I am following up to let you know how important your responses to the Nutrition Educator Survey are for the study and to answer any questions you may have about completing the survey. According to my records, we have not received a completed survey from you. Your responses to the survey questions are important so that we have an accurate description of the nutrition education activities being conducted at your site. Your answers to the survey will be kept private and will not be shared with your manager or anyone else at your site.

Do you have questions or concerns related to completing the survey? *[Respond to questions or concerns as possible (e.g., lack of time, web address for the online survey, need another copy of paper survey or return envelope, date by when it needs to be completed)].*

As a reminder, we need to receive the surveys by [MM/DD/YY]. When you complete the survey, the number for you to enter as the Survey Response Number is [Insert Number].

Thank you for your time today and for being part of the study. If you have any questions about the survey, please contact [Name] at [Insert Phone Number] or [Insert Email Address].

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB number. The valid OMB control number for this information collection is 0584-XXXX. The time required to complete this information collection is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.