

**Attachment F:  
HAI NAP Stakeholder Recruitment Email**

**Phase II of a Longitudinal Program Evaluation of HHS Healthcare  
Associated Infections (HAI) National Action Plan (NAP)**

**January 15, 2014**

Agency of Healthcare Research and Quality (AHRQ)

OMB Control Number: XXXX-XXXX  
Expiration Date: XX/XX/XXXX

## **ATTACHMENT F: HAI NAP STAKEHOLDER RECRUITMENT EMAIL**

[DATE]

Dear [HAI NAP Stakeholder]:

I am writing to request your assistance with the ongoing evaluation of the HHS Action Plan to Prevent Healthcare-Associated Infections. The Agency for Healthcare Research and Quality (AHRQ) is sponsoring this study to describe the progress of projects and programs that have been outlined in the National Action Plan, and to identify the unique and aggregate contributions of each effort to the mitigate and prevent HAIs. AHQR has contracted with Insight Policy Research (Insight) to conduct this study.

At this time, I am requesting your participation in telephone interview about the HHS Action Plan to Prevent Healthcare-Associated Infections (HAIs) and the related quality improvement initiatives related to HAIs in [healthcare setting]. The interview will include questions about the National Action Plan, the quality improvement initiatives, and HAI Data and Monitoring systems.

I will contact you by email within the next few days to answer any questions you may have and to try to the interview. If you prefer, you can contact me by phone or email with some dates and times that are convenient for you.

Thank you in advance for your cooperation. I look forward to speaking with you soon.

Sincerely,

{electronic signature and contact information of Insight researcher}

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 1 hour per response.