

Attachment E
Interview Recruitment Script for Respondent

Recruitment Call Script (for call to respondent)

Hello my name is.... I am calling on behalf of the National Institute for Occupational Safety and Health [NIOSH], part of the U.S. Centers for Disease Control and Prevention [CDC], regarding an interview about implementing a work safety curriculum. If you have a moment, I'd like to describe the study. You should have received a letter about the study. Did you get the package? To whom was this package routed? [Clarification if Needed: Note to whom letter was sent, when it was delivered, and who signed for it.]

NIOSH contracted with my company, RTI International, to conduct interviews about implementing workplace safety curricula in various educational programs in middle and high school. We are contacting a limited number of districts nationally to gain insights about implementing such a curriculum.

As mentioned in the letter, we would like to learn more about how districts make decisions about implementing new materials into school curricula, whether your district would consider including the Talking Safety curriculum, and what barriers might prevent a district from including such a curriculum. We are also interested in learning about how your district currently includes health and safety skills for work in school curricula.

We would like to conduct a telephone interview with you, which we expect will take about 30 minutes. I want to assure you that interviews are voluntary, and your responses will be kept private. No information that identifies a participating district or an actual respondent will ever be released. Do you have time to do this interview within the next month?

[If not, get a name of someone else.]

Note that we have approval for this work from NIOSH/CDC HSRB and IRB at RTI.

We can schedule our interview now:

- What day and time would be most convenient for you? _____
- I will be the one leading the interview, so I can just call you at that time.
- Do you have a direct extension? _____
- I'll send you a follow up email and a reminder the day before our interview. What is your email address? _____

Thank you so much for your help on this important study. I look forward to working with you.

[If they do not agree and cite time as the reason, try to persuade again . . .]

- We completely understand that you are busy. We work with a lot of busy people in education and for that reason everything we do is designed to reduce the burden on our participants.
- This study only involves one telephone interview.

Public reporting burden of this collection of information is estimated to average 7 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. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Information Collection Review Office, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-xxxx).