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Interview Confirmation Email

Dear ____,

Thank you for agreeing to participate in a telephone interview for the *Youth @ Work: Talking Safety* project, sponsored by the Centers for Disease Control and Prevention (CDC), National Institute for Occupational Safety and Health (NIOSH).

As we discussed, RTI is conducting telephone interviews with a limited number of districts nationally to learn more about how districts make decisions on implementing new materials into school curricula. We are also interested in learning more about what districts and schools may currently be doing to provide instruction related to workforce safety.

Our telephone interview is scheduled for [DAY, DATE, TIME], and I will call you then. Please plan that the interview will last up to 30 minutes.

If you have questions or need to reschedule, contact me at this email address or by calling 800-334-8571 ext. #####.

Thanks again for your help, and we will look forward to talking with you soon.

Sincerely,

Respondent