

Attachment H: Protocol Example Confirmation of Telephone Interview Email

Dear _____,

Our telephone interview is scheduled for [day], [date], at [time] (EST).

I will call you at that time using this number, xxx-xxx-xxxx. If there is another number you wish me to call, please provide that number to me prior to our interview date.

This information also has been sent to you via an Outlook invitation, so that you may import it directly into an electronic calendar if you choose.

If you have any questions, contact me at 614-898-7791, ext. 554, or ctreyens@ngwa.org.

Sincerely,

Cliff Treyens
Public Awareness Director
National Ground Water Association

cc: Angela Salazar, Public Health Advisor
Health Studies Branch/ NCEH, CDC