

## **Attachment E—Confirmation Email**

Dear (Waterborne Disease Prevention Program Coordinator),

Thank you for agreeing to participate in the phone interview. We look forward to speaking you. Based on your availability, your interview is scheduled for: [Date, Time]. Please confirm this date/time still works for you and provide the best number for me to call you at on this date/time.

As a reminder, the main questions that will guide our discussion are:

1. What is the current capacity of your waterborne disease prevention program to detect, respond, and prevent waterborne diseases?
2. What is the long term vision (desired capacity) of your waterborne disease prevention program's capacity to detect, respond, and prevent waterborne diseases?
  - a. Where would you like to be in terms of capacity? What would you like to accomplish?
3. What do you believe will help facilitate progress towards the desired capacity?
4. What do you see as obstacles or challenges to making progress towards your desired capacity?

Thank you for your time and effort. I look forward to speaking with you soon!

Sincerely,