

Attachment J—Telephone Focus Group Recruitment Email

Subject: Invitation for Cancer Survivorship Focus Group

Dear [name]:

Thank you for your recent participation in the CDC-sponsored cancer survivorship needs assessment survey! We are writing to **request your further participation in a 90-minute telephone focus group** to collect additional information about the cancer survivorship needs of the comprehensive cancer control (CCC) programs, and what kinds of resources and support are needed to meet those needs. Battelle is a non-profit research organization conducting the focus group on behalf of the CDC's Division of Cancer Prevention and Control (DCPC).

The focus group will be an opportunity for the CCC programs to share their survivorship needs and ideas in an open discussion format. CDC will use the data we collect from the focus group to directly inform the future development of cancer survivorship resources for CCC programs, their partners, and coalition members.

If you agree to participate, we will ask you to take a look at some selected resources prior to the focus group that have been produced by the National Cancer Survivorship Resource Center (NCSRC). During the focus group we will ask participants to share their impressions of the resources, and any suggestions they have for improvements or additional resources.

Please reply to this message at your earliest convenience if you would be willing to participate. We will have limited space in the focus group, so it is very important that we hear from you as soon as possible. If you reply that you would like to participate, we will contact you again about scheduling the focus group.

Your participation in the focus group is completely voluntary, and you may chose not to participate. If you do agree to participate, you may discontinue at any time, either by leaving the telephone call or by not answering a question. Should you choose to participate, your answers will be maintained in a secure manner and you will not be identified by name or description in any reports. The de-identified focus group data will be shared with CDC so that it may be analyzed.

If you have any general questions about the assessment or why you were selected for the focus group, please contact [name] at [agency], [contact information].

Sincerely,

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