

## Attachment E – Reminder Email

Subject:

Reminder to Respond: Vector Control & Surveillance Assessment

Body:

To <Vector Control Program/Organization/District> of <City>, <State>:

This is a friendly reminder to respond to our brief electronic assessment of the status of vector control and surveillance activities in your district or jurisdiction. The National Association of County & City Health Officials (NACCHO), in partnership with the Centers for Disease Control and Prevention (CDC), is administering this assessment to understand the status and needs of your district or jurisdiction in regards to vector control and surveillance. Your participation is essential to develop a baseline of current vector control activities and competencies. NACCHO and the CDC will use this information in aggregate form to best determine how to support vector control and surveillance activities in response to vector-borne pathogens, including Zika virus.

**Please respond to this assessment by Day of Week, Month, Date, 2017.**

Instructions:

- This is not a blind assessment. **This assessment is unique to <Vector Control Program/Organization/District>.**
- Each organization will receive a ranking of “Fully Capable,” “Competent,” “Needs Improvement,” or “Cannot Assess.” The aggregate competency statistics will be released yet the specific competencies of each organization will remain confidential. Each responding organization will receive a state-specific summary report.
- Your participation is voluntary and not compensated.
- We recommend you use the latest version of your browser of choice. The supported web browsers are Mozilla Firefox, Google Chrome, Apple Safari, and Internet Explorer.
- Please do not use your web browser’s back key when working on the assessment. Only use the navigation buttons provided by the assessment’s application program.
- While **this questionnaire should take no longer than 7.5 minutes to complete**, it is designed so that it can be completed in multiple settings. As you complete the questionnaire, all of your responses will be saved and can be changed at any time, up until the final page.

Technical Assistance:

If you experience problems with the questionnaire, please contact Chelsea Gridley-Smith at [cgridley-smith@naccho.org](mailto:cgridley-smith@naccho.org) or (202) 507-4232.

Thank you,

Chelsea Gridley-Smith, PhD

Program Analyst, NACCHO

[Cgridley-smith@naccho.org](mailto:Cgridley-smith@naccho.org)

Office: 202-507-4232