

Attachment C: Confirmation Email

Dear (TCP Program Manager):

Thank you for agreeing to participate in our 70-minute telephone interview discussion on [date/time]. You will receive a calendar invitation within the next three days with call-in information and a copy of the data collection instrument we will be using for the interview. You do not need to complete the tool prior to our interview. However, you might want to keep it on hand so that you can “read along” during the interview.

If you have any questions, please contact Yessica Gomez, Evaluator with the CDC Office on Smoking and Health. Yessica can be reached by email (ygomez@cdc.gov) or phone (770-488-8947).

Thank you again for your time.

Sincerely,

The OSH Evaluation Team
Epidemiology Branch
Office on Smoking and Health
National Center for Chronic Disease Prevention and Health Promotion
Centers for Disease Control and Prevention