

## Promotion of the National ALS Registry to Non-referral Centers: Checklist for Follow-up Call Three Months Post-mailing to Neurologists' Offices

Checklist of points to be covered during each follow-up call to neurologists and neurology practices three months after the mailing (all information to be captured in a spreadsheet):

### All practices:

- Identify self, where calling from and project
- Identify name and title of person who answered the phone
- Request to speak with previous point of contact
- Identify name(s) of neurologist(s) within practice
- Remind contact we are calling about the mailing from three months ago
- Do you remember receiving a mailing about the National ALS Registry?
- Did you read the Provider Guide?
- Did you hang the poster?
  - If yes, where?
- Did you see any ALS patients in the past 3 months?
- Did you hand out the Patient Guide?
  - To whom, patient or care-giver?
- Did you order additional Registry materials on the ATSDR web site?
- Did you advise any ALS patients to self-enroll in the Registry?
- Did you help any ALS patients self-enroll in the Registry?
- Did you complete the continuing education module?
- Ask if there are any questions
- Provide our contact information for any questions
- Thank speaker for their time