

Dear <name of program director>:

The Centers for Disease Control and Prevention (CDC) recently sent you a letter to request your participation in a **CCC Program Director Survey** conducted by Battelle. The purpose of the survey is to learn more about the current capacity of all state comprehensive cancer control (CCC) programs and their partners to implement policy, system, and environmental (PSE) change strategies for cancer prevention and control, and the methods used by programs to meet their PSE change objectives. Findings from this survey will help CDC understand the factors related to the achievement of PSE change. They survey will also help CDC provide technical assistance and training to CCC programs.

We are asking all CCC program directors to complete an on-line survey by clicking on the “Take the Survey” link provided below. You will be asked to complete a second survey 18-24 months from now. We expect each survey to take 20-30 minutes of your time.

Your participation in the survey is voluntary. Should you choose to participate, your answers will be maintained in a secure manner and your responses will not be linked to you personally or to your program individually. You may choose not to participate in this survey, or to terminate your involvement at any time, without any penalty to you or your program.

If you have any questions about this evaluation please contact Battelle’s study director Carlyn Orians at 206-528-3320, or CDC’s technical lead Angela Moore at 770-488-3094. If you have any questions about your rights as a research participant, please contact Chair, Battelle Institutional Review Board, at 1-877-810-9530, extension 500.

We hope you will help us with this important study. Thank you in advance for your time and cooperation.

<TAKE THE SURVEY>

Sincerely,

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