

Attachment A: ADS Email Request

Dear [Name of ADS],

The NCEH/ATSDR Office of Science Regulatory team has developed a customer satisfaction survey to collect feedback from our divisions about the regulatory services we provide. The survey is designed to assess: 1) overall satisfaction with services provided by the Regulatory team; 2) overall satisfaction with OS turnaround time for requests; 3) regulatory training needs and preferred mode of training; 4) satisfaction with the current OS Regulatory team intranet site and resources available on the site; and 5) NCEH/ATSDR employees' primary source of support for human subjects and OMB PRA related issues.

As such, we are requesting that you distribute the attached letter to staff within your division who have worked with the OS regulatory team within the past year in any capacity, whether it be submitting research determination requests, preparing OMB packages, or consulting on development of protocols. The letter contains information about the survey along with a link to the survey.

Thank you for your help as we work to better serve the regulatory needs of our Center.

Sincerely,

Alisha Etheredge, MS, MPH  
NCEH/ATSDR Office of Science