

[NCHS Letterhead]

Date

Name of Director
Name of Community
Community Address
Community city, state, zip code

Dear Director,

Recently, we sent you a questionnaire packet for the **2016 National Study of Long-Term Care Providers** (NSLTCP). If you already returned your completed questionnaire, thank you for your participation.

If you have not completed and returned your questionnaire yet, we hope you will consider participating.

To participate in this important study, please complete the questionnaire by web over a safe and secure network by going to this URL address and typing in your unique User ID and password:

URL:

User ID:

Password:

Benefits to completing by web include getting only the questions that apply to your community based on your responses—so it takes less time--and having the option to print a copy of your completed questionnaire for your records. However, if you prefer to use hardcopy, please complete the questionnaire you recently received and return it in the pre-addressed, postage-paid envelope provided.

Completing the questionnaire takes 30 minutes on average. Your responses are very important in providing accurate information on long-term care in the United States and in your state.

Please submit your questionnaire by web or hardcopy by June 6, 2016 to avoid receiving another questionnaire for this community.

If you are the director for more than one community selected for this study, you will receive and be asked to complete a separate questionnaire for each selected community

If you need technical support or have further questions about this survey, please visit <http://www.cdc.gov/nchs/nsltcp.htm> or call (xxx) xxx-xxxx.

Thank you once again,

Charles Rothwell
Director, National Center for Health Statistics

[NCHS Letterhead]

Date

Name of Director
Name of Center
Center Address
Center city, state, zip code

Dear Director,

Recently, we sent you a questionnaire packet for the **2016 National Study of Long-Term Care Providers (NSLTCP)**. If you already returned your completed questionnaire, thank you for your participation.

If you have not completed and returned your questionnaire yet, we hope you will consider participating.

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Completing the questionnaire takes 30 minutes on average. Your responses are very important in providing accurate information on long-term care in the United States and in your state.

Please submit your questionnaire by web or hardcopy by June 6, 2016 to avoid receiving another questionnaire for this center.

If you are the director for more than one center, you will need to complete separate questionnaires for each of your centers.

If you need technical support or have further questions about this survey, please visit

<http://www.cdc.gov/nchs/nsltcp.htm> or call (xxx) xxx-xxxx.

Thank you once again,

Charles Rothwell
Director, National Center for Health Statistics