

Form Approved
OMB No. 0920-0493
Expiration Date: XX/XX/XXXX

2017 and 2019 National Youth Risk Behavior Survey

Appendix O3

Letter of Invitation to School Administrators



{Date}

{Contact Name}

{School Name}

{Address}

{City}, {State} {Zip Code}

Centers for Disease Control
and Prevention (CDC)
Atlanta GA 30341-3724

Dear Principal {PRIN LAST Name}:

I am writing to inform you that your school is among the {#} schools randomly selected across the United States to participate in the {YEAR} Youth Risk Behavior Survey (YRBS) sponsored by the U.S. Centers for Disease Control and Prevention (CDC). The YRBS is a survey of students in grades 9 through 12 that assesses priority health-risk behaviors, including (1) behaviors that result in unintentional injuries and violence; (2) tobacco use; (3) alcohol and other drug use; (4) sexual behaviors that contribute to HIV infection, other sexually transmitted diseases, and unintended pregnancies; (5) unhealthy dietary behaviors; and (6) physical inactivity. The YRBS was designed in cooperation with federal agencies and numerous state and local departments of education and health and is conducted biennially in odd-numbered years.

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The CDC respects the educational mission of schools; for that reason, only a small number of classes in each school, one or two at each grade-level, is selected randomly to participate. The selected grades and the number of classes are as follows:

Grade (# of Classes)

Data collection will occur during {Month} through {Month} {Year}. Questionnaires will be administered by specially trained field staff during one normal class period. Survey administration procedures are designed to protect student privacy and allow for anonymous participation. States, counties, cities, school districts, schools, and students will not be identified in any published reports.

As a symbol of appreciation for contributing their time and support, the CDC will provide each participating school with a monetary incentive. One option is to use these funds for prevention curriculum and educational materials. However, no restrictions will be placed on how schools can use these funds. Schools also will receive a copy of the published results report and a variety of educational materials related to the health of young people.

The YRBS has become the primary source of information on the most important health-risk behaviors of high school students in the U.S. and is increasingly used by leading educators, public health officials, the media, and others to advocate for and improve school health policies and programs. In parallel to the national survey, the YRBS questionnaire is used independently by many state and local departments of education and health to conduct their own surveys. Results from the national survey serve as an index against which state- and local-level data can be compared and are used by states to support the design, implementation, and evaluation of effective prevention and control programs.

Enclosed are copies of the YRBS questionnaire, sample parental permission forms, a fact Sheet, and letters of support from national health and education organizations. Within one week, a representative from ICF International, a nationally recognized survey research firm contracted by CDC to conduct the national YRBS, will contact you to confirm your receipt of this information and answer any questions you may have. If you have any immediate questions, please call Ms. Kate Flint of ICF International at (800) 675-9727. Your support for this survey, which will help assess and improve efforts to reduce priority health-risk behaviors among adolescents throughout our Nation, is appreciated.

Sincerely yours,

Stephanie Zaza, MD, MPH
Director, Division of Adolescent and School Health
National Center for HIV, Viral Hepatitis, STD, and TB Prevention
Centers for Disease Control and Prevention

Enclosures

cc: Nancy Brener, Centers for Disease Control and Prevention
Kate Flint, ICF International
{RECRUITER}, ICF International
{DISTRICT CONTACT, DISTRICT NAME}