

**Pilot Test of the Proposed Workforce Safety Supplemental Item Set for the Surveys on Patient Safety Culture™, Supporting Statement A**

**Attachment D: Survey Invitation and Reminder Notices**

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| Form Approved<br>OMB No. XXXX-XXXX<br>Exp. Date XX/XX/20XX |
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**Draft Workforce Safety Supplemental Items  
Survey Invitation and Reminder Notices**

**7/17/2020**

**Pilot Test of the Proposed Workforce Safety Supplemental Item Set for the Surveys on Patient Safety Culture™, Supporting Statement A**

**Attachment D: Survey Invitation and Reminder Notices**

**Subject Line: Invitation-- AHRQ Hospital Survey on Patient Safety**



Dear [INSERT FIRST NAME],

A few days ago, you received notice that your hospital is participating in the Surveys on Patient Safety Culture™ (SOPS®) Hospital Survey, sponsored by the Agency for Healthcare Research and Quality (AHRQ).

The SOPS® Hospital Survey is a 20-minute web survey that asks for your opinions about the patient safety culture in your hospital. The survey is confidential.

YOU WERE CHOSEN TO BE PART OF THIS SURVEY. PLEASE **DO NOT FORWARD THIS LINK TO ANOTHER PERSON TO COMPLETE.**

Please take a few minutes to complete the web survey through **ONLY ONE** of the following methods.

1) Click on the web survey hyperlink below:

|LINK1|

2) Copy and paste the website address into your web browser (**Google Chrome recommended**) address line and hit "Enter."

The survey is voluntary, but your feedback will help your hospital identify areas for patient safety improvement. If you do not wish to answer a question, you may leave it blank. AHRQ and its contractor, Westat, will keep your individual responses to this survey private. Only group results will be reported.

If you have any questions about the survey, please call: [INSERT HOSPITAL POINT OF CONTACT NAME AND PHONE NUMBER].

If you have any technical difficulties accessing the survey, please contact:

[WorkforceSafety@westat.com](mailto:WorkforceSafety@westat.com) or 1-855-390-2448.

Thank you very much for your participation.

**Pilot Test of the Proposed Workforce Safety Supplemental Item Set for the Surveys on Patient Safety Culture™, Supporting Statement A**

**Attachment D: Survey Invitation and Reminder Notices**

**Subject Line: Reminder -- AHRQ Hospital Survey on Patient Safety**



**Surveys on Patient Safety Culture™**

Dear [INSERT FIRST NAME],

Recently, we sent a web survey invitation for you to complete a 20-minute survey on patient safety culture in your hospital. The goal of this survey will be to identify patient safety perceptions in your hospital for the purposes of patient safety improvement.

If you have already completed and submitted your survey, THANK YOU VERY MUCH!

***If you have not yet had a chance to complete your survey***, please follow these instructions to access the secure survey website:

YOU WERE CHOSEN TO BE PART OF THIS SURVEY. PLEASE **DO NOT FORWARD THIS LINK TO ANOTHER PERSON TO COMPLETE.**

To take the web survey, you must use a computer with Internet access. Please take a few minutes to complete the web survey through **ONLY ONE** of the following methods.

1) Click on the web survey hyperlink below:

|LINK1|

2) Copy and paste the website address into your web browser (**Google Chrome recommended**) address line and hit "Enter."

Your feedback will help your hospital identify areas for patient safety culture improvement. Westat will keep your individual responses to this survey confidential. Only group results will be reported.

If you have any questions about the survey, please call: [INSERT HOSPITAL POINT OF CONTACT NAME AND PHONE NUMBER].

If you have any technical difficulties accessing the survey, please contact [WorkforceSafety@westat.com](mailto:WorkforceSafety@westat.com) or 1-855-390-2448.

Thank you very much for your participation.