**Form Approved**

**OMB No. 0920-XXXX**

**Exp. Date xx/xx/20xx**

*Only bold text is read aloud.*

**Hello, this is \_\_\_\_\_\_\_with \_\_\_\_\_\_\_Health Department. We are working on a project looking at how restaurants handle staff issues, such as sick employees. Your restaurant was picked at random to be a part of this project. I’d like to come to your restaurant and interview you about what you do at work and how the restaurant manages sick food workers,**

*For restaurants receiving intervention add in the following line*

**and provide some information on developing an ill worker management plan.**

*All restaurants*

**I’d also like to provide a short survey to your staff to assess their practices when ill and take a brief look around the kitchen. What you say will be kept anonymous- it will not be possible to link anything you say with you or your restaurant. Your participation, and your workers’, would be voluntary, but we would really appreciate your participation. It will help us understand the challenges ill workers pose for restaurants.  Whether you are part of the study or not will not affect your restaurant’s score on any health inspection.**

**Having said that, I need to let you know that at any time during the visit if I see something that is an imminent health hazard, such as no power, no water or sewage on the floor, I will need to stop the interviews and report the problem to your local health department.**

CDC estimates the average public reporting burden for this collection of information as 3 minutes per response, including the time for reviewing instructions, searching existing data/information sources, gathering and maintaining the data/information needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate to: CDC/ATSDR Information Collection Review Office, MS D-74, 1600 Clifton Road, NE, Atlanta, GA 30333 ATTN: PRA (0920-XXXX).

**Could I schedule a time to come out and speak with a manager, a food worker, and a server? I’ll be there about an hour.**

 **􀂅** No

 **􀂅**Yes

**YES** **NO**

|  |  |
| --- | --- |
| **Great! I’ll visit your restaurant for about an hour. Keeping in mind that I’d like to speak with a kitchen manager, and survey your workers, when would be a convenient time to come out?**Date: Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Please call me if you need to cancel or re-schedule, or if you have any questions. Here is my contact info (Local Contact Name and Telephone Number).** | **I understand. Thank you for your time.** |