

Attachment G: Clinic Survey Reminder Email to Non-Responders

SUBJECT: Reminder: please complete the CDC-Supported Survey for Colorectal Cancer Screening Program

[Sent each week for 4 weeks beginning one week after survey opens, by REDCap software. Contains unique link to survey.]

Dear (PD name):

This is a friendly reminder to please complete the The CRCCP Clinic Survey to Evaluate CRC Screening Practice Improvements by [date TBD after OMB approvals].

Below for your reference is your unique survey link and information about the survey. Your response is very important!

Background and purpose

On [insert date], the Centers for Disease Control and Prevention (CDC) launched a survey of Colorectal Cancer Control and Prevention (CRCCP) clinics to learn more about how you have implemented colorectal cancer (CRC) screening practice improvements in your clinic to increase CRC screening. CDC will use the survey data to learn more about how the CRC screening initiative is working in clinics and to identify and share promising practices that will help improve the CRC screening initiative going forward.

Why are you receiving this email?

You have been invited to respond to this survey on behalf of your clinic, as your state or tribal health department has identified you as their clinic collaborator, and the person most knowledgeable about your clinic's efforts to increase CRC screening at your clinic. If there are items where you would like to check with other staff in your clinic for the best response, please do so.

Here are some important details about the survey:

1. CDC has been working with the University of Washington (UW) to develop this survey, and the UW will field this survey on CDC's behalf.
2. The person at each clinic who is most familiar with CRC screening practice improvements should complete this survey, and it is okay to consult with others on your team to complete the survey.
3. The survey should take 15-20 minutes to complete; **responses will be kept secure.**
4. After completion, you will be given the option to download your responses in pdf form.
5. When the link arrives, please respond to this survey by [date TBD pending OMB approval].

Why your response is important

CDC will use the survey data to learn more about how the CRC screening initiative is working in clinics, and to identify challenges and success and share promising practices that will help improve the CRC screening initiative going forward.

Click here to be directed to survey, or to provide the contact information of the appropriate person to complete the survey. [Personalized link here] .

Save this email! You must use this link to re-enter the survey if you cannot complete it in one sitting. If you have questions about the survey, please contact Sarah Hohl at hohl@uw.edu or Peggy Hannon at peggyh@uw.edu.

Thank you for your time and continued partnership!

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