

## Attachment O – Focus Group Reminder Call Script, Word Version

Hello [insert name of participant], my name is [insert project team member name from CNA/JHU].

[##] weeks ago, you should have received an email confirmation to participate in a focus group discussion conducted by the Institute for Public Research at CNA and Johns Hopkins University (JHU) through a project in collaboration with the Centers for Disease Control and Prevention (CDC).

During the discussion, we are interested in learning about:

1. Your experiences with existing public health emergency response leadership training and exercises;
2. What additional trainings and resources are needed in the field; and
3. How CDC can better support public health emergency response leadership training in your jurisdiction.

As a reminder, please join us for the voluntary focus group discussion at the 2019 National Association of County and City Health Officials (NACCHO) Preparedness Summit during the [insert session details] on [insert specific date, time, and location]. This discussion should take 75 minutes to complete. All data will be kept secure and shared in aggregate form. The CDC will not have access to any individually identifiable information collected by CNA/JHU as the project's contractor team.

If you have any questions, are not able to attend this focus group discussion, or are no longer interested in participating, please email ([FocusGroup\\_Email\\_TBD@cna.org](mailto:FocusGroup_Email_TBD@cna.org)).

Again, we appreciate your time and feedback in helping us gather information to inform and to improve best practices in public health emergency response accepted among practitioners in the field.

Thank you,

CNA Institute for Public Research  
Johns Hopkins University (JHU)  
Centers for Disease Control and Prevention (CDC)