

Example: <http://www.velessen.com>.

National Center for Chronic Disease Prevention and Health Promotion
Division of Nutrition, Physical Activity, and Obesity



Dear «FirstName» «LastName»:

We are following up with you because we received a paper copy of your completed CDC National Survey of Maternity Practices in Infant Nutrition and Care (mPINC) via mail. If you have already completed your survey on the web, please disregard this e-mail and thank you very much for taking the time to complete the survey. While, in past cycles of the mPINC survey, we have accepted paper copies of surveys, for this and future survey cycles, we are only able to accept surveys submitted online through our website.

If you wish to complete the web survey, please use the link below. Your participation in the mPINC survey is completely voluntary; it takes approximately 30 minutes to complete. The survey is conducted from a "secure" https (SSL) server using the same type of internet security as is used for handling credit card transactions. Every precaution has been made to reduce the risk that unauthorized users could view your facility's answers. The link provided here is unique to your facility, it is intended **only for the following facility and location**.

Facility Name: <facility name>
Address: <address>
<city, state, zip>

Click here to
go to the
mPINC Survey

If you are unable to use the [link](#), please go to [insert website here] and enter your unique username: <username> and password: <password>

In order to have an accurate understanding of infant feeding practices at maternity care hospitals in all States and Territories, we want to emphasize the importance of having every hospital that provides maternity care complete the survey.

About the mPINC Survey

The mPINC survey asks about day-to-day practices in mother-baby care at your facility, and focuses on infant nutrition care including breastfeeding, use of formula by healthy newborns, and feeding routines. Since you are completing the survey on behalf of your facility overall, you may find that the experience or knowledge of other staff within your facility may be needed to

answer some of the survey questions. As you complete the mPINC survey, please feel free to seek input from these colleagues.

This research study is being conducted by the Centers for Disease Control and Prevention (CDC) to assess infant feeding practices at maternity care hospitals in the United States and Territories. This is the sixth time this survey is being conducted; it was first administered in 2007. All hospitals in the United States and Territories we identify as providing maternity care are being asked to participate in the survey, whether or not they participated in the previous surveys. We are using the current American Hospital Association's Annual Survey Database to identify these hospitals.

Once data collection and analysis are complete, we will send you an individualized report that will enable you to compare your facility with other similar facilities on indicators of infant feeding practices and policies. In addition, anonymous results from all facilities will be summarized overall and for each state.

Confidentiality

Your responses will be treated in a confidential manner. Your responses will be kept private to the extent allowed by law. Your name, facility name, and any other personal identifiers will not appear in oral or written presentations of study results. Access to documents and electronic files is restricted to the research staff working on the study. Providing your name, position, and official hospital email address is voluntary and will be used to send an electronic version of your hospital's results; results will be mailed if you do not provide an email address.

If you have any questions regarding this study please call Robyn Sagatov, PhD, MHS, RD, Task Leader, Battelle, toll free at 1-866-826-4176. If you have any questions regarding your rights as a study subject, please contact the Battelle Institutional Review Board, at 1-877-810-9530, ext. 500.

The web survey will close at 11:59 PM on [insert date DD/MM/YYYY]. Please note, if you do not submit your survey responses by the deadline, your hospital's information will not be included in the mPINC analysis and your hospital will not receive a benchmark report.

Thank you in advance for your time and participation in this important research endeavor.

Sincerely,

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Division of Nutrition, Physical Activity, and Obesity
National Center for Chronic Disease Prevention and Health Promotion
Centers for Disease Control and Prevention