

Attachment A.

*Email invitation to participate in usability assessment testing:*

SUBJECT: Invitation to Participate in Usability Testing of new Community Reception Center Simulation Program for Leveraging and Evaluating Resources (CRC SimPLER)

Hello [NAME],

The Centers for Disease Control and Prevention have developed a tool, Community Reception Center Simulation Program for Leveraging and Evaluating Resources (CRC SimPLER), to help radiation emergency planners understand their current capacity, potential bottlenecks, and additional resource needs when planning for population monitoring during a response to a radiation emergency. CRC SimPLER focuses on typical or anticipated activities that are needed to conduct population monitoring, which include but are not limited to providing services such as: basic first aid, contamination screening, decontamination, registration and mental health counseling. Our goal is that this tool will help planners assess their current population monitoring capacity and help them plan for potential needs in a way that is simple to understand, quick to interpret, and can be taken or presented to decision makers if/when they need to ask for additional resources. The tool was developed using modelling software and incorporates real timing data collected from CRC exercises across the country.

To assess the ease of use of the tool and ensure that the interface accomplishes the goals of the project, we are conducting usability assessment testing of CRC SimPLER during spring 2020. We are looking for volunteers who have a role in population monitoring, work closely with others/train others to perform population monitoring, coordinate resources and plans for Community Reception Center operations, etc. Because you have been a partner in radiation emergency planning, we believe your participation would provide unique insights and helpful feedback on this tool.

If you are interested and consent to participate in the usability testing, please contact me at LNA8@cdc.gov. We will schedule a one-and-a-half-hour session using Skype. On the day of your appointment, we will walk you through a demonstration of the tool and will ask questions throughout the process to gather feedback on the intuitiveness of the interface and the information provided in the tool. Participation is voluntary and there is no penalty for choosing to not participate in this user testing.

Once we complete collecting the data, we will aggregate and summarize the responses and will use it to determine what changes need to be made to the tool before it is made available on our website. We will not be keeping any personal information you provide such as name or email and the results from this testing will not be published.

If you have questions or would like additional information about the usability testing or CRC SimPLER, please feel free to contact me.

I appreciate your time and hope you will participate in this usability testing.

Thank you very much,

Lauren