

## **Appendix F - Follow up call to screened research participants**

This information is being collected to assist the Food and Nutrition Service (FNS) in developing materials used in the Team Nutrition initiative. This is a voluntary information collection. Under the Privacy Act of 1974 and the FNS System of Record Notice FNS-8, FNS Studies and Reports, any personally identifying information obtained will be kept private to the extent of the law. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0524. The time required to complete this information collection is estimated to average 4 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Service, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria,

Hello, this is [name] from Applied Curiosity Research. May I please speak with [participant's name]?

Hi [participant's name] this is [name] from Applied Curiosity Research. I am calling to follow up about the interview you signed up for to give feedback on the Child and Adult Care Food Program (CACFP) materials about feeding toddlers.

First, thank you again for signing up. We're excited to get your feedback. As a reminder, we will be sending you a handout in the mail. We ask that you look through it before speaking with the research team. During your interview, we will ask for your feedback on that handout. During our call, we will also send you a link to videos for you to watch on your phone or computer so please make sure to have one handy. Afterward, your child care site will receive a \$25 Visa gift card as reimbursement for any expenses you may have had.

I'd like to set a date and time for the interview. When works best for you?

Great! A member of the research team will call you at that time. What's the best number to reach you?

As a reminder, we will be mailing you the handouts. What is the best address to send them?

Thank you. Please remember to review the handouts prior to your interview.

We will be sending you an email confirmation with your interview date and time. There will also be a link to a consent form. You must complete the consent form in order to participate in the interview.

Lastly, what is the best way for us to follow up to remind you about the interview? We can call, text, and/or email you.

Thanks so much! We will speak with you soon!