

Appendix A2. Scholar Invitation Email

To: [SCHOLAR]
Cc: [AHRQ COR]

Subject: LHS K12 Training Program Interview Invitation

Attachment: [APPENDIX A3. FREQUENTLY ASKED QUESTIONS (FAQS)]

Dear [FIRST NAME] [LAST NAME]:

The Agency for Healthcare Research and Quality (AHRQ) contracted with 2M Research (2M) to evaluate the Learning Health Systems (LHS) K12 Training Program. The purpose of this evaluation is to understand the impact of the LHS K12 training program from a health systems perspective.

We invite you to participate in a 1-hour telephone interview as part of the evaluation. As a scholar in the LHS K12 training program, we have identified you as a key person to speak with. While your participation is voluntary, this interview provides a valuable opportunity to share your experience with the LHS K12 program at your institution. The interview findings will help AHRQ better understand the value of the training program to health systems, the degree of scholar embeddedness in their respective health systems, and scholar experience engaging patients and families in their research design and execution. We have attached a list of frequently asked questions for your reference.

We would like to schedule the interview in [MONTH OR DATE RANGE], although we have some flexibility depending on your availability. The interview will be confidential and does not require any preparation beforehand. The interview will be one of several interviews that we will conduct with other LHS K12 scholars, program directors, and health system advisors.

Please reply to this email by [DATE] to confirm your interest in participating in an interview. Then you will receive an email from 2M to schedule the interview. Please begin thinking about dates and times that work best for you.

Thank you in advance for your help and cooperation. Please contact me if you have any questions.

Sincerely,

[STUDY TEAM CONTACT INFORMATION]

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