

Cover letter and reminder notice for AHRQ Safety Program for Improving Surgical Care and Recovery Readiness Assessment

**Purpose of document:** This is the EMAIL that will be sent to all project leads to schedule a telephone call with the national team to complete the readiness assessment.

Greetings \$NAME\$,

Before your team begins implementing an enhanced surgical care and recovery pathway, we would like to take an opportunity to talk with you and your core team about your hospital's current surgical care practices and preparedness for this project.

The phone call should take no longer than 1 hour.

Please choose from the following dates and times that would work best for you and your core team's schedule.

[Enter dates and times]

If you have any questions, please let us know.

Thank you very much.

Sincerely,

The Johns Hopkins Armstrong Institute for Patient Safety team