

## Attachment H - Reminder Email for Focus Group

Dear **(Insert name of Public Health Laboratory Mycobacteriology Supervisor or Designee)**,

Recently an email was received inviting you or a designee to participate in a focus group being conducted by Laboratory Branch in the CDC Division of Tuberculosis and Elimination to discuss your responses to our questionnaire, "Pandemics, Natural Disasters and other Interruption of Service Events: Contingency Planning Considerations for Mycobacteriology Testing."

Focus groups will provide an opportunity for public health laboratory mycobacteriology supervisors or their designees to share their experiences with the CDC Laboratory Capacity Team and other public health laboratory colleagues about continuation of mycobacteriology testing services in response to pandemics, natural disasters or other interruption of service events. Focus groups will be conducted using a virtual platform (Zoom, Skype, or Team Meetings) and should not last longer than two hours.

The focus group that you have been selected to participate on is **(insert relevant interruption of service event)** and will be held on **(insert date, time, and location)**.

Discussions will include:

- How **(insert relevant interruption of service event)** impacted mycobacteriology testing services in your public health laboratory
- Lessons learned after the **(insert relevant interruption of service event)** that impacted mycobacteriology testing services
- Revisions made to continuity of operations plans (COOPs) after the **(insert relevant interruption of service event)** that impacted mycobacteriology testing services
- Best practices that you would like to share among mycobacteriology colleagues to prepare for future events
- Suggestions for other mycobacteriology laboratories encountering interruption in service events

Your participation in this focus group will increase awareness of the importance of having a COOP in place for the continuation of essential mycobacteriology testing services and guide the development of future Laboratory Branch resource activities dedicated to maintaining a strong infrastructure for mycobacterial testing.

Participation in the focus group is voluntary. The information you provide will be stored in a secure environment maintained by CDC.

If you would like to take part in the focus group or have any questions, please contact Stephanie Johnston, Team Lead, Laboratory Capacity Team at [sip5@cdc.gov](mailto:sip5@cdc.gov) or 404-639-5019.

Sincerely,

The Laboratory Capacity Team  
Laboratory Branch  
Division of Tuberculosis Elimination  
National Center for HIV/AIDS, Viral Hepatitis, STD, and TB Prevention  
Centers for Disease Control and Prevention