

THIS IS A NEW DOCUMENT NOT PREVIOUSLY APPROVED

ATTACHMENT 24_E2a: FOLLOW-UP REMINDER LETTER 2 (ExPECTT II)

[Date]

[Address #2]
[City, State, Zip]

Dear [PARENT FNAME] [PARENT LNAME]:

Recently, we contacted you about the **Evaluation of the Public Education Campaign on Teen Tobacco (ExPECTT)** follow-up survey. As of [ADD CURRENT DATE], our records show your child has not completed the survey. If your child has recently completed their survey, thank you for participating. Your child, **[ChildFname]**, is one of more than 4,000 youth taking part in this study and their continued participation is critical to the success of this important research.

Please consider having your child complete the survey as soon as possible. Your child can complete the survey on the Web. Those completing the survey through the website by [DEADLINE] will be offered \$25 as a token of appreciation. This incentive will be provided via email as a digital gift card.

If your child is not yet [IF NE OR AL FILL 19/ALL OTHER STATES FILL 18] years old, a parent or legal guardian must follow the steps to provide permission for her or him to complete the survey. If your child is over [IF NE OR AL FILL 19/ALL OTHER STATES FILL 18], parental permission is not required. Please pass this information along to her or him as soon as possible, so they can complete the study online.

To complete the survey through the website on a personal computer, laptop, tablet, or mobile phone:

- 1. Open your interview browser and type in the study website address:**
<https://expectt.rti.org>
- 2. Once you have reached the study website, type in the username and password exactly as shown below:**
Username: [Username]
Password: [Password]
- 3. Once you've typed in your username and password, you will see instructions for completing this round of the study.**

IMPORTANT: This Username and Password is unique to the specific child, [Child's first name], and cannot be used for other children in the household.



This study will provide the U.S. Food and Drug Administration (FDA), policy makers, and researchers important information about youth exposure to public education messages on the health risks of smoking or using other tobacco products. The information collected by this study will also improve our understanding of how public education campaigns affect youth's attitudes, beliefs, and behaviors toward tobacco use. FDA has hired RTI International (RTI), a not-for-profit survey research organization, to conduct the study.

Your help with this round of the study is voluntary, but greatly appreciated. All information provided by your child will be kept private to the fullest extent allowable by law and used only for statistical purposes. You or your household will never be identified in any analysis, reports, or publications, and no one will try to sell you anything.

If you have any more questions about this study, you can call the ExPECTT project assistance line toll free at (800) 608-2955. If you have a question about your rights as a study participant, you can call RTI's Office of Research Protection toll-free at (866) 214-2043.

Your help is very important to the success of this study, and I thank you in advance for your help.

Sincerely,

Jennifer Duke, PhD
RTI International

Form Approved
OMB No. 0910-0753
Exp. Date XX/XX/20XX