

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

[Date]

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

Dear [PARENT FNAME] [PARENT LNAME]:

Recently, we contacted you about the final **Evaluation of the Public Education Campaign on Teen Tobacco (ExPECTT)** survey. This study is now coming to an end after four years of data collection. 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 participation in this last survey is critical to the success of this important research.

Please consider having your child complete the web survey as soon as possible. Those completing the survey by [DEADLINE] will be offered a \$25 Visa gift card by mail as a token of appreciation.

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 these steps to provide permission before their child can 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 them as soon as possible, so they can complete the study online.

To complete the web survey:

- 1. Open your browser and type in the study website address:** <https://expectt.rti.org>
OR scan the QR code below to access the website.
- 2. On the website, type in the username and password exactly as shown below:**
Username: [Case ID]
Password: [Password]
[INSERT QR CODE]
- 3. You will see instructions for completing this round of the study. The youth survey should be completed in a part of the household that allows them to answer in private.**

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 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 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 final round of the study is voluntary, and greatly appreciated. All information provided 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 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.

Sincerely,

Jennifer Duke, PhD
RTI International

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Paperwork Reduction Act Statement: The public reporting burden for this collection of information has been estimated to average 3 minutes per response. Send comments regarding this burden estimate or any other aspects of this collection of information, including suggestions for reducing burden to PRASStaff@fda.hhs.gov.

Form Approved

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