

Interview Confirmation Scripts – Email, Phone Templates

Email Scripts

“Thank you for agreeing to participate in the follow-up to the NSDUH interview. You should have received a Zoom meeting invitation for [INSERT INTERVIEW DATE AND TIME] in your inbox. Please accept, and let me know how you’d like to participate.

You can participate in one of three ways:

- You can join the Zoom meeting via video.
- You can plan to call into the Zoom meeting.
- You can receive a call to join the Zoom meeting.

If at any time you need to talk to someone about how you are feeling, there is a national hotline number you can call where counselors are available to talk at any time of the day or night. The number is 988.”

Phone Scripts – Email Contact Information

“Thank you for agreeing to participate in the follow-up to the NSDUH interview. You should have received a Zoom meeting invitation for [INSERT INTERVIEW DATE AND TIME] in your inbox. Please accept, and let me know how you’d like to participate.

You can participate in one of three ways:

- You can join the Zoom meeting via video.
- You can plan to call into the Zoom meeting.
- You can receive a call to join the Zoom meeting.

If at any time you need to talk to someone about how you are feeling, there is a national hotline number you can call where counselors are available to talk at any time of the day or night. The number is 988.”

Phone Scripts – No Email Contact Information

“Thank you for agreeing to participate in the follow-up to the NSDUH interview. Our interview is set for [INSERT INTERVIEW DATE AND TIME]. At the time of our interview, I will call you directly from the Zoom meeting. Please let me know if you have any questions.

If at any time you need to talk to someone about how you are feeling, there is a national hotline number you can call where counselors are available to talk at any time of the day or night. The number is 988.”