

## Email Invitation

Email Subject Line: We Want To Hear From You - Workforce Burnout and Job Satisfaction Survey

I am personally inviting you to participate in a pilot test of the Health Resources and Services Administration (HRSA) Health Center Workforce Survey that will be rolled out in the near future to all Health Centers nationwide. The purpose of this survey is to provide information to HRSA and Health Centers on factors that affect health center employee burnout, well-being and job satisfaction. Results from the survey will help HRSA and health centers implement strategies to reduce burnout and improve job satisfaction.

The purpose of the pilot test is to gauge how the survey works; is it easy to administer; does the software and data collection work as intended; and do the questions capture a range of opinions and provide good measurement of various workplace concepts. Results from the pilot will be used to correct any technical issues or survey administration problems in advance of the large scale national administration. HRSA and their contractor, John Snow Inc. (JSI), have asked me to extend this invitation to a small number of employees working in different types of occupations at our health center. Approximately 20 health centers nationally, including our health center, will be participating in this activity. I have chosen to invite you to participate in this pilot because of your commitment to workforce well-being and patient quality of care. The online survey takes about a half hour to complete. HRSA and JSI hope that participants can complete the survey, as honestly and accurately as possible, within ten business days of receiving this invitation.

The survey is anonymous. It is important for you to know that neither HRSA nor JSI will know who the survey invitees are. They will not have specific individual information about who has responded, only the number of individuals that have responded. JSI will not provide me or HRSA any specific responses from this pilot survey.

I sincerely thank you in advance for your participation and advancement of the HRSA Workforce Well-Being Initiative.

To participate in the pilot HRSA Health Center Workforce Survey, simply click on the link below provided by JSI and follow the instructions. This will bring you to an online survey to which neither I nor HRSA have access. Only JSI will be able to download your answers.

(Survey Link)

If you would like further information on participation in the pilot study, or more information on the HRSA Workforce Well-Being Initiative, please let me know.

Sincerely,

(Health Center Leadership)