

**Attachment 12.f. IMD and CMHC Provider Stakeholder Interview Confirmation Email**

To: IMD or CMHC leader

CC: CMCS DDME Analyst, RTI SMI Team Lead, 1115 M&E mailbox

Subject: RTI International Evaluation of Section 1115 Substance Use Disorder Demonstrations

Subject: Telephone Interview Confirmation for RTI International Evaluation of Section 1115 Serious Mental Illness/Serious Emotional Disturbance Demonstrations

Good [MORNING/AFTERNOON] [NAME],

This is a confirmation that your interview on your organization's experience with the section 1115 serious mental illness and serious emotional disturbance (SMI/SED) demonstration in your state is on:

Day and Date:

Time: [ET/CT/MT/PT]

To connect to the interview for audio only, use either the smartphone one-tap dial telephone number or the landline telephone number, both listed below. RTI staff will participate using Zoom teleconference technology. You can also join us by clicking on the link below at the start time of your interview. Two days before the interview date, we will send you a reminder email or an updated email invitation with the links included for ease of access.

Your interview will be conducted by [NAME OF RTI INTERVIEWER], copied on this email.

Thank you in advance for your time and insight, please let us know if you have any questions, concerns, or comments. We are looking forward to speaking with you!

Thank you,

[NAME OF RTI STAFF MEMBER]

Zoom Call-In information:

To join using one tap dial (cell phone) tap hyperlink: [+555-555-5555,123456789](tel:+555-555-5555,123456789)

To join using a computer, click <https://rtiorg.zoom.us/j/123456789>

To join using a telephone (landline) dial: +1 312 626 6799, enter meeting ID

Meeting ID: 123 456 789