

**Care Coordinator  
Semi-Structured Interview  
Participation Email  
Awardee Administered**

**Health Resources and Services Administration Evaluation of the Maternal  
and Child Health Bureau Pediatric Mental Health Care Access and Screening  
and Treatment for Maternal Mental Health and Substance Use Disorders  
Programs Project**

**June 2024**

Thank you for supporting [insert program name]. This program and evaluation are funded by the Health Resources and Services Administration's (HRSA) Maternal and Child Health Bureau (MCHB) as part of the [Pediatric Mental Health Care Access (PMHCA)/Screening and Treatment for Maternal Mental Health and Substance Use Disorders (MMHSUD)] program in [insert location]. We recently emailed you about the HRSA MCHB evaluation of the MCHB [PMHCA/MMHSUD] program that is being conducted by JBS International, Inc. (JBS).

### **About the Semi-Structured Interview (SSI)**

As part of the HRSA MCHB evaluation, JBS is conducting an (SSI) with a program care coordinator (or designee) to learn more about the care coordination implementation of [insert location]'s HRSA [PMHCA/MMHSUD] program. The SSI is designed to collect information on your experiences with the [PMHCA/MMHSUD] program (e.g., program involvement, community-based or other resource connections, community-based and other resource referrals, health equity, change over time, lessons learned).

### **Directions**

A JBS evaluation team member will lead the interview, describe its purpose, and ask about your position and role within the project. The interview will take about 45 minutes to complete and will be conducted and recorded (if permission is granted) via a web-based platform (e.g., Microsoft Teams, Zoom).

Please use the following link to complete the Doodle poll by [insert date]: [insert Doodle poll link] and indicate at least 3 dates and times that work best for you.

If you are having difficulty accessing the Doodle poll, or have any questions, please notify JBS at [hrsa-mchbfeedback@jbsinternational.com](mailto:hrsa-mchbfeedback@jbsinternational.com).

Kind regards,

[Insert Location/Program Name]