CDC eICR Data Project:
Participant Recruiting

Recruitment email

Recruitment for this endeavor will be done through POCs at DCHHS and CPHD. This will be the email sent out by the POCs to the interview participants:

> Dear team,
>
> The CDC is launching a discovery exploration initiative with [DCHHS] to thoroughly understand the landscape of electronic initial case report (eICR) usage—including workflows, technological infrastructure, and the people involved. Our goal is to improve the effectiveness of the data you receive by being able to offer methods to improve that data (ex. Deduplication). We are working with our contractor Skylight to conduct 1-1 interviews that dive deep into one or more of these areas. We are reaching out to you as you have been identified by [Point of Contact Name] as an important expert that would be helpful for our discovery exploration. We look forward to speaking with you!
>
> If you could please confirm the best available times for you with Monica at monica@skylight.digital.
>
> We'd greatly appreciate it!
>
> Thank you

A follow up email will then be sent to schedule the interview directly:

> Hi [First Name],
>
> Thank you for offering your time for us to connect with you and learn about your work with eICR. At your earliest convenience, please book this time slot in Calendly: [Calendly link] and answer the 5 short questions so that we can tailor the interview for your area of expertise.
>
> Please let me know if you have any questions.

Thank you!

Pre-interview questions

Question	Question Type	Options (if multiple choice)
Q1: Role / job title	One Line	N/A
Q2: Department / team	One Line	N/A
Q3: Of the following areas related to eICR, which do you spend time on or have expertise in? Check all that apply. (For descriptions, see: https://tinyurl.com/ecr-data) **Note:** The shortened link goes to a read only version of:eICR Use Cases	Checkboxes including "Other" option	● Case investigation and follow-up ● Prepare eCR data for analysis ● Data analysis & reporting ● System implementation & maintenance ● Data integration ● Quality & improvement ● Data governance & compliance
Q4: Do we have your consent to record the interview? It will be viewable only by Skylight team members and CDC stakeholders.	Radio button	● Yes ● No
Q5: Do we have your consent to live stream the interview to other Skylight team members only?	Radio button	● Yes ● No