

## **Appendix B. Data Collection Pre-Notification Communications**

### **B.1 CMS Newsletter Article/Email Communication to QIN-QIO CORs, Directors, and Task Leads for Medication Safety and ADE Prevention**

DATE: [MM/DD/YYYY]

SUBJECT: Medication Safety Survey

CMS, with the help of the Independent Evaluation Center (IEC) for the 11<sup>th</sup> SOW, will conduct a brief survey about quality improvement efforts to increase medication safety and prevent adverse drug events with community-based providers (including physicians, pharmacists, and nursing home administrators/directors of nursing). The survey will collect information about the areas of focus for quality improvement, and sources of information or resources that are used to guide these efforts.

The IEC will use a sample of providers, pharmacists, and nursing home administrators that includes healthcare professionals working with QIN-QIOs on Task C.3-6, as well as those not participating in the program. Those selected will be invited to complete an online survey on behalf of CMS (clearly identified with the CMS logo), and that will require no more than 20 minutes to complete.

CMS hopes you will encourage the physicians, pharmacists, and nursing home administrators you work with to respond. Communication from you will make a difference in the response rate from the QIN-QIO community. Please see the draft email below to send to your contacts working in community-based settings.

Please contact Dr. Ping Yu at [yu\\_ping@bah.com](mailto:yu_ping@bah.com) if you have any questions or concerns. Thank you in advance for your participation in this important effort.

Sincerely,

[SIGNATURE]

**B2. Newsletter Item/Email Communication for QIN-QIO Task Leads to Send to Providers and Pharmacists**

DATE: [MM/DD/YYYY]

SUBJECT: Please check your inbox for an important (and brief) survey from CMS

Dear [CONTACT NAME],

The Centers for Medicare and Medicaid Services (CMS) is conducting a survey about quality improvement efforts to increase medication safety. The online survey will take around 15 minutes to complete and will focus on efforts used by your organization to prevent adverse drug events. The survey is part of CMS's efforts to improve the quality of care for beneficiaries.

CMS has partnered with Booz Allen Hamilton to conduct this important survey. The survey will be sent to a sample of healthcare providers that have been scientifically selected. If you receive an invitation to complete the voluntary survey, CMS highly encourages you to respond and make your voice heard. We hope that you will take the opportunity to participate in the survey and provide valuable information to help CMS improve its quality improvement programs. All survey responses will be confidential and will not in any way affect your organization's relationship with CMS.

For questions about the survey, please contact:

- Dr. Nancy Sonnenfeld at CMS, who oversees the evaluation of quality improvement programs, at [nancy.sonnenfeld@cms.hhs.gov](mailto:nancy.sonnenfeld@cms.hhs.gov) or
- Dr. Ping Yu, who coordinates the survey, at [yu\\_ping@bah.com](mailto:yu_ping@bah.com)

Sincerely,

[SIGNATURE]