

[NCHS Letterhead]

Date  
Name of Director  
Name of Center  
Center Address  
Center City, State, Zip

Dear <Name of director>,

The CDC's National Center for Health Statistics is conducting the **2022 National Post-acute and Long-term Care Study** (NPALS). NPALS tracks trends in seven major long-term care services sectors— assisted living and similar residential care, adult day, home health, nursing home, hospice, inpatient rehabilitation, and long-term care hospital. NPALS collects information about the characteristics of adult day services centers, the services they offer, their staffing profile, and the demographics, functional status, and health of the participants they serve.

You have been randomly selected to participate and you will represent other adult day services centers like yours. By participating you will help to improve the value of critical national information used by long-term care providers, planners, researchers, and policymakers. We have enclosed a recent NCHS data brief as an example.

To participate, you will be asked to complete a provider questionnaire by web or mail and, with the help of a telephone interviewer, select two participants using random sampling procedures and complete a questionnaire for each of the two participants. We ask for approximately one hour of your time to complete these steps.

Soon, we will be sending you a packet with the provider questionnaire. However, the web survey is accessible now, and you can use the information below to complete the questionnaire over a safe and secure network:

**URL:**  
**User ID:**  
**Password:**

Benefits to completing the provider questionnaire by web include getting only the questions that apply to your center based on your responses—so it takes less time—and having the option to print a copy of your completed questionnaire for your records.

Participation in this survey is voluntary, but will assist greatly in helping to further our nation's understanding and planning for the long-term care needs of older adults and people with disabilities. Refusal to participate will involve no loss of benefits and participation can be discontinued at any time. Enclosed is a letter of approval from the Research Ethics Review Board at the National Center for Health Statistics. If you have questions about your rights as a participant in this research study, call the Research Ethics Review Board toll-free at 1-800-223-8118.

We take your privacy very seriously. Everything you tell us is confidential. The information you give us is **ONLY** used for statistical research. See reverse for more information. Enclosed is an NCHS confidentiality brochure. If you have any questions about confidentiality, call NCHS' Confidentiality Officer at (888) 642-4159.

On the back of this letter are Frequently Asked Questions. To learn more about this study, please visit <https://www.cdc.gov/nchs/npals/index.htm> or call an NPALS representative at (855) 500-1435.

Thank you, in advance, for your help with this important research study.

Sincerely,

Brian C. Moyer, PhD  
Director, National Center for Health Statistics