

7/2/2013

«GNameSentTo»
«Group_Address»
«Group_City» «Group_State», «Group_Zip»

Dear Ms. «LName»,

Thank you for participating in the Birth Defects Study To Evaluate Pregnancy exposureS (BD-STEPS). As part of the study, you sent us saliva (spit) samples. We started some tests on your child’s sample, but we were unable to get reliable information from the sample. This doesn’t happen very often. Some possible reasons are that there was too little material in the sample or the sample got contaminated during shipping or processing.

We are writing to request that you send us a second sample from your child so that we can test the sample again. As you read in the study consent form, your participation is voluntary, meaning you can choose to take part or not. And, you are free to withdraw your samples at any time. Please read the enclosed “Informed Consent for Saliva Samples.” If you choose to submit a second sample, please sign the consent form and return it with your child’s completed saliva collection kit in the enclosed postage-paid envelope. We are including another \$20 gift card for your time and the effort involved in collecting another sample from your child.

We apologize for the inconvenience that this may cause you. We will be glad to talk with you about the need for this new sample. We can be reached at <insert local contact>. Thank you very much for your consideration.

Sincerely,

<Insert local PI name and address>

Enclosures