

TELECARE Packet Cover Letter

«First_Name» «Last_Name»
«Address»
«City», «State» «State»

Dear «First_Name»,

Thank you for taking the time to complete and return the baseline questionnaire. When we spoke with you on the phone, we mentioned you would be randomly assigned to one of two groups for the Family CARE Project. **You have been assigned to the group that receives a cancer risk assessment and evaluation with a cancer risk specialist by phone.**

We will contact you within one week to find a day and time that will be convenient for you to speak with a cancer risk specialist at the Huntsman Cancer Institute by phone. The session will take about 30 minutes to complete, but may take as long as 45 minutes or even an hour if you have additional concerns and questions. Some of the topics discussed during the session include your family history of cancer, your concerns and questions, and your health care. It's best if you can plan to have your session when you will have privacy and no interruptions.

A sealed envelope with materials you will use during your risk assessment session is enclosed. **Please do not open the envelope until you are speaking with the cancer risk specialist.**

If you have any questions or would like to schedule your session immediately, please call the Family CARE Project office at xxx-xxx-xxxx or toll-free at xxx-xxx-xxxx or email us at EMAIL@ADDRESS. Thank you again for your willingness to participate in this important project.

Sincerely,

NAME
Program Manager