Final Reminder

**To:** Non-Respondent EMS Agencies

**Suggested Subject Line:** Last Chance to Help with EMS for Children Quality Improvement in State

Note: The information above is purely for guidance and must be deleted before using this Word document for the mail merge! Only the images and the information below should be used for the message in the body of the email sent to your agencies.

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| Dear [Name],  I am writing to follow up on a request asking you to participate in a quality improvement project conducted by the [State] EMS for Children Program (EMSC). This assessment of the capabilities of agencies in [State] to treat ill or injured children, particularly in regards to the use of pediatric-specific equipment and the coordination of pediatric care, is soon drawing to a close, and this is the last email reminder we are sending you.  **Simply click below** foreasy access to the online questionnaire:  [emscsurveys.org](http://www.emscsurveys.org/)  If you have any questions, please contact me via the email address below. Once again, your participation in this assessment is very important to our efforts to improve the emergency care of children in [State].    We truly appreciate your help with this important project. | |
| Sincerely,  EMSC State Manager Name  Title  Organization  Email  Phone | Insert NEW EMSC state logo here if desired. |