Example of email generated to the Clinician from Local Reporter - for a Clinician Questionnaire

From: NCEPOD Questionnaires [mailto:questionnaires@ncepod.org.uk]
Sent: 03 July 2019 13:10
To: Smith, Neil (NCEPOD Trust)
Subject: Invitation to complete the clinical questionnaire: Dysphagia in people with Parkinson's Disease: Clinical questionnaire (NCEPOD Number: Dypshagia_SP)

Dear Dr Neil Smith,

You have been assigned a clinical questionnaire **Dysphagia in people with Parkinson's Disease: Clinical questionnaire (NCEPOD Number 145878)** to complete for a study being conducted by NCEPOD <u>www.ncepod.org.uk</u>

This electronic questionnaire has been generated by NCEPOD; information regarding the specific study can be found at <u>www.ncepod.org.uk</u> and on the first page of the electronic questionnaire.

Patient identifiers are held within the online questionnaire system to allow you to identify the case/episode of care under study. However, please only use the NCEPOD reference number in correspondence regarding the case.

Before you can begin work on the questionnaire, you will need to register your new account here (for compatibility reasons, we recommend you use Google Chrome or Microsoft Edge): https://questionnaires.ncepod.org.uk/app/#/activate/clinician/8z2leak9yp41qlgo99o0/

Mr J Stone has added the following message regarding this invitation:

Hi,

Please could you complete this clinician questionnaire, if you have any questions I'm in my office until Wednesday. John Stone

Once you have finished the questionnaire please click the **Submit Assignment** button, which will let **Mr J Stone** at <u>istone.ncepod@.org.uk</u>, the local NCEPOD contact for your hospital, know that you have completed the questionnaire.

Your name and email address will be held securely by NCEPOD for the duration of the study for the purpose of allowing you to log on to the system and to allow NCEPOD to reset your password should you require to do so. It will also be used to contact you about the questionnaire should this be necessary. Once the study is complete your name and email address will be deleted from our database.

If you have any questions about the questionnaire, study, or believe you have received this message in error, please contact the NCEPOD team on 0207 2519060 or by email on <u>info@ncepod.org.uk</u>.

Kind Regards NCEPOD

Sent by Mr J Stone of NCEPODtrust