Invitation Letter

Dear [individual name],

I am writing to cordially invite you to participate in a research study initiated jointly by GA Tools for Life and GA Department of Behavioral Health and Developmental Disabilities (DBHDD).

You are getting this letter because you are enrolled in Assistive Technology Evaluation service provided by DBHDD and Tools for Life. As a result of the Assistive Technology Evaluation you may be recommended and gain access to assistive technology which may help you in some way. The research study aims to investigate impacts and effectiveness of the recommended assistive technology.

If you decide to be in this research study, we will have a phone interview with you to ask about your demographic and background information. The phone interview will take 15 minutes of your time. Also, you will be asked to fill out “Foundational Measures Survey” and “Outcomes Questionnaire” prior to receiving the recommended assistive technology and then after using it for at least three months. It is the same surveys you will be filling out twice. The surveys will require approximately 60 minuets of your time. Finally, during the Assistive Technology Evaluation service, we will be making observations and filling out the Observation Form.

Your participation of the research is entirely voluntary and you may terminate your participation in the research at any time. Please be aware that participation in this research study is not mandatory for receiving the assistive technology evaluation service you were referred.

To complete the surveys, you will be given a participant number and using this number throughout the research study. Your responses will be kept confidential and your personal information will not be shared with a third party. Moreover, the results of the survey will be reported in a summary format, so again no one will link you to your responses.

Survey results will be used to understand how assistive technology helps individuals with Developmental Disabilities and to develop evidence-based approach for assistive technology recommendation process.

Thank you in advance for your participation in this important study. If you have any questions about the administration of the survey, please contact Ben Satterfield at [ben@gatfl.org](mailto:ben@gatfl.org) or at 770-923-3202.

Sincerely,

[For physical copy] Please see the Consent Form attached to this letter and sign it if you decide to participate to the research study.

[For digital copy] Please Click Here to see the Consent Form and sign it if you decide to participate to the research study.

Ben Satterfield

Researcher

GA Tools for Life

AMAC Accessibility Solutions & Research Center

University System of Georgia | Georgia Institute of Technology | College of Design