

September 21, 2011

To Whom it May Concern,

Stroke is the fourth leading cause of death in Utah and one of the leading causes of disability in adults, and often leaves its victims unable to return to work or other regular activities. By educating your employees on the risk factors for stroke as well as the signs and symptoms of stroke, they will be more likely to know what to do to get proper treatment so that they are not disabled after a stroke.

The Utah Heart Disease and Stroke Prevention Program would like to help you educate your employees about stroke. The following is a tool that can be used to educate your employees about the signs and symptoms of a stroke as well as the risk factors of a stroke. This can help to better the health of your employees, saving you money on your insurance premiums and helping you to avoid lost time due to the lack of productivity.

The project involves the use of email, posters and brochures. Each week, I will send a designated person from your workplace an email and it will be their responsibility to email it to the rest of the employees at your workplace. The emails will consist of the following:

**Week 1:** Stroke Signs and Symptoms Quiz- this will be a link to a quiz powered by Survey Monkey that should be forwarded to all employees. All results from the quiz will come back to me, and at the end of the project I will share the aggregated results.

**Before Week 2:** Posters about stroke will be given to you and it will be your responsibility to ensure that they are hung throughout the workplace.

**Weeks 2-5:** An informational email will be sent one day each week and the email should be sent to all employees. Also during these weeks, a link to a television commercial will be sent that can be forwarded on to all employees.

**First paycheck of the project:** A Stroke Brochure provided by the Utah Heart Disease and Stroke Prevention Program should be placed in each person's pay check envelope. If you can not do this, we can discuss other ways to get a brochure to each employee.

**Week 6:** Another link to a survey powered by Survey Monkey will be sent and should to be forwarded to all employees.

**After Week 6:** The Utah Heart Disease and Stroke Prevention Program will analyze the surveys. You are welcome to enter everyone who answers the quizzes into a prize drawing to help provide an incentive for employees to respond to the surveys. A good

incentive is an hour of paid well leave or an exercise break, or any other incentive you can think of. The Heart Disease and Stroke Prevention Program will share aggregate results with the employer to use at their discretion. The Heart Disease and Stroke Prevention Program will help you evaluate your worksite and make changes so that your workplace is more conducive to being heart healthy.

I hope that this sounds like an interesting and fulfilling project for your workplace. If you are interested in partnering in this effort please contact me and we will move forward.

Thank you for your time and I look forward to working with you soon.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Davis".

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