



Appendix B: Cover Letters – Electronically Signed

Initial Recruitment Letter

Subject Line: Invitation to participate in a study on current practice for benign headache disorders among emergency physicians in Canada.

Dear Colleague,

This letter is being sent to you by Dilan Patel who is currently a Master in clinical epidemiology student being supervised by an emergency physician scientist at The Ottawa Hospital, Dr. Jeffrey Perry. This letter is with regards to a research study that we are conducting. Participation is voluntary.

The overall goal of this study is to assess current practice patterns for benign headaches among Canadian emergency physicians and perspectives on peripheral nerve blocks. Current treatment options for benign headaches in the emergency department (ED) are diverse. Results from this study will provide the foundation for studying alternative treatment options for benign headaches in the ED.

This questionnaire should take about **10 minutes** to complete. Enclosed with this survey is a gift card as gratitude for your time.

There are no foreseeable risks or discomforts associated with your involvement in this study.

Your responses will remain strictly confidential, and no participant identifiers will appear in any publication or presentation resulting from this study. Please note that there will be no written consent for this study. By completing the questionnaire, you are providing your consent to participate in the study. An information sheet is enclosed with more information about this study.

We will send a reminder letter every three weeks for a total of four times if we have not received your returned questionnaire.

The study is filed with Ottawa Health Science Network Research Ethics Board (OHSN-REB) as 20210212-01H. If you have any questions about your rights as a study participant, you may contact the Chairperson of the OHSN-REB at +1 613-798-5555, extension 16719.

If you have any questions regarding the study, please contact the Research Fellow, Dilan Patel at +1 613-798-5555 extension 18617 or at dilpatel@ohri.ca

Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "Dilan Patel".

Dilan Patel, MSc (c), BSc
Research Coordinator
Department of Emergency Medicine
The Ottawa Hospital Research Institute School of
Epidemiology and Public Health, University of Ottawa
dilpatel@ohri.ca;
T: 613-798-5555, ext. 18617

A handwritten signature in black ink, appearing to read "Jeffrey Perry".

Dr. Jeffrey Perry, MD, MSc
Professor, Department of Emergency Medicine and
School of Epidemiology and Public Health, University of
Ottawa
Senior Scientist, The Ottawa Hospital Research Institute
jperry@toh.ca

May 27, 2021



Reminder Letter – Electronically Signed

Subject: Reminder of invitation to participate in a study on current practice for benign headache disorders among emergency physicians in Canada.

Dear Colleague,

This reminder letter is being sent to you by Dilan Patel who is currently a Master in clinical epidemiology student being supervised by an emergency physician scientist at The Ottawa Hospital, Dr. Jeffrey Perry. Participation is voluntary.

You recently received an invitation [**X**] **weeks ago** to participate in a research survey regarding current practices for benign headaches and perspectives on peripheral nerve blocks among emergency physicians in Canada. To the best of our knowledge, we have not received your completed questionnaire. I would truly appreciate your consideration in completing the enclosed questionnaire, **which should take about 10 minutes to complete**. We ask that you then return the questionnaire in the postage-paid, addressed envelope.

In brief, the overall goal of this study is to determine patterns in the practice of benign headaches in the emergency department (ED), given the diverse treatment options currently available. By completing the survey, you are providing your consent to participate in the study.

This is the **first** reminder. We will send a reminder letter every three weeks for a total of four times if we have not received your returned questionnaire.

If you choose not to complete the questionnaire but you are open to being contacted by the research coordinator, or if you have any questions regarding the study, please contact the Research Fellow, Dilan Patel at +1 613-798-5555 extension 18617 or at dilpatel@ohri.ca

Thank you once again for you time.

Sincerely,

A handwritten signature in black ink, appearing to read "Dilan Patel".

Dilan Patel, MSc (c), BSc
Research Coordinator
Department of Emergency Medicine
The Ottawa Hospital Research Institute
School of Epidemiology and Public
Health, University of Ottawa
dilpatel@ohri.ca;
T: 613-798-5555, ext. 18617

A handwritten signature in black ink, appearing to read "Jeffrey Perry".

Dr. Jeffrey Perry, MD, MSc
Professor, Department of Emergency Medicine and
School of Epidemiology and Public Health,
University of Ottawa
Senior Scientist, The Ottawa Hospital Research
Institute
jperry@toh.ca