

Sample Email

To ensure clinicians leading outpatient clinics were aware of how to handle patient research enquiries, the communication below was sent to all who participated, along with a supply of patient research leaflets. This was sent from the DeNDRoN Local Research Network Director to Consultant Colleagues.

Dear All,

As part of the recent government drive to enhance dementia research within the NHS, in the coming weeks a change will be made to the NTW Trust OAP out patient appointment letters, inviting patients to enquire about research.

The hope is this change will result in more patients requesting information on research opportunities within the trust.

To link with this, we wanted to provide you with some options of how these conversations with patients and their families, and indeed any queries in relation to research, can be directed.

In a nutshell, if your patient would like to know more about research please let DeNDRoN staff know, and they would be very happy to follow up on this, to provide specific study details to patients and the opportunity to join the Patient List (database of research interested patients). This can be done by either:

- 1.) Copying DeNDRoN into your clinic letters to: *(research office address)*
- 2.) By emailing the patients RiO number to the following email address XXXXXXXX@XXXXX.nhs.uk
- 3.) Telephoning DeNDRoN with the patient contact details on #####

Please choose whichever option is most convenient for you. In turn, we will let you know the outcome of our contact with the patient.

We hope you find these options straightforward and helpful.

Kind Regards,

XXXXXXXX

Dr _____

