

Organization Name: _____



An Invitation to Collaborate

The **FDA Office of Women's Health** invites you to collaborate with them on a campaign called **Take Time To Care** (TTTC) that provides women and their families with free health information. Take Time to Care was launched in 1998. The goal of the campaign is to disseminate FDA health materials to women through outreach with community groups, religious institutions, national organizations, and industry. The FDA Office of Women's Health provides its collaborators with free health fact sheets and brochures that they in turn distribute to women across the country. To date, over 30 million consumers have been reached with TTTC materials that were disseminated at urban, rural, and reservation sites in the US, Puerto Rico and the US Virgin Islands.

In the beginning, **Take Time to Care** focused on safe medication use. Over the years, the program has expanded to provide easy-to-read information on a variety of topics including diabetes, mammography, smoking cessation, heart disease, HIV, and cosmetics. Currently, we have over 50 publications including materials available in Spanish and ten Asian languages.

How You Can Join...

The easiest way to join the campaign is to order free copies of the Take Time to Care fact sheets and brochures to distribute in your community. You can download or order materials online.

- **Download Free Copies:** www.fda.gov/womens/pubs.html
- **Order English Materials:** www.pueblo.gsa.gov/rc/f06owhcard.htm
- **Order Spanish Materials:** www.pueblo.gsa.gov/rc/owhspanish.htm

In addition to ordering materials, there are other ways that you can participate in the **Take Time To Care** campaign. TTTC partners have sponsored health fairs; linked to the FDA OWH website; displayed TTTC materials in clinics and cafeterias; and held TTTC workshops. Joining the campaign is easy. **Would you like to join TTTC?**

If you are interested in joining our campaign, we will need to collect some basic information about your organization and your interests. Please complete the attached form and return it to your FDA OWH contact.

A. We need to know the contact information for the person at your organization who will be responsible for coordinating your Take Time To Care activities. This person will receive all correspondence and materials from our office. This contact information will not be shared with other agencies without your written consent.

Contact Information

Organization
Contact Person
Title
Street Address
City, State
ZIP Code
Phone
Fax
E-Mail Address
Organization Website

B. **How did you hear about the Take Time To Care campaign?**

Referral Source	
<input type="checkbox"/> FDA OWH Staffer Name:	<input type="checkbox"/> FDA OWH Website
<input type="checkbox"/> FDA OWH conference exhibit booth Conference:	<input type="checkbox"/> Other Internet Website Site Name or URL:
<input type="checkbox"/> FDA Public Affairs Specialist Name:	<input type="checkbox"/> Other:

C. We will occasionally list the names of our partners to acknowledge their outreach efforts and support. For example, on our website there is a list of over 80 partner groups that worked on the "My Medicines" initiative on safe medication use. Please let us know if you agree to be listed publicly as a TTTC partner. Some groups have participated in TTTC activities but have chosen not to have their group listed publicly.

Would you like to be listed publicly as a TTTC collaborator? Yes _____ No _____

D. Given your organization’s resources and interests, **what types of TTTC activities would you like to sponsor?** You are not obligated to conduct these specific activities. This list gives us an idea as to the size and scope of the activities that you would like to conduct. It lets us know what types of materials or support your group will need.

Proposed TTTC Activities

My organization is interested in the following TTTC activities:

- Link to the FDA Office of Women’s Health website (www.fda.gov/womens)
- Distribute TTTC fact sheets and brochures
- Host TTTC events at your organization or in your community
- Include an article or announcement about free TTTC materials in your newsletter
- Advertise TTTC messages via mailings, radio, tv, newspapers, or other means
- Translate select TTTC brochures into other languages
- Place a display rack of TTTC materials in your waiting room, lobby, or other location
- Other:

E. Some of our collaborators have unique resources that have helped them to disseminate TTTC messages. **Are there any special skills or resources that your organization would like to contribute to TTTC?**

Special Skills or Resources

Summarize special skills or resources

F. One of the **benefits of partnering with the FDA Office of Women’s Health** is that you will receive periodic emails about health and safety information from the FDA including important FDA recalls, product approvals, and news about FDA women’s health activities. **Who should receive email updates from the FDA Office of Women’s Health?**

FDA OWH Email Alerts and Updates

Please Provide the Email Address where you would like the alerts sent

Name:

Email Address:

Organization Name: _____

Thank you for your interest in working with the FDA Office of Women's Health. Please sign and date the form below. Someone will contact you to discuss your organization's proposed activities.

Signature	
Name (printed)	
Signature	
Date	

Some organizations are concerned that by completing this form they are committed to a formal partnership with the U.S. Food and Drug Administration. Your organization is not obligated to conduct any of the activities indicated on this form.

This form in no way indicates a formal partnership between the U.S. Food and Drug Administration or its agents and the above signed individual or organization. The FDA does not endorse or sponsor the above organization, its products, or services.

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