To be printed on local hospital headed paper

*Title First name Surname*
*Address line 1*
*Address line 2*
*County*
*Postcode*

*<insert date>*

Dear *<insert patient's title(s) and surname(s)>*

**Re: The UK-ROX Study**

I am *<insert name and job title>* who *<personalise this section and add whether you looked after the patient and/or discussed the study with them in hospital or via telephone, if applicable>*, in *<insert hospital name and randomisation month>*.

We are contacting to you to ask for your permission to use information about your hospital stay in the UK-ROX study. UK-ROX is a research study comparing different targets for oxygen treatment in the intensive care unit. As part of UK-ROX, we are also running a smaller sub-study, called the EXAKT study, looking at how skin tone affects the accuracy of pulse oximeters. All information will be used to help improve the care of future patients.

Enclosed is an information sheet which describes the research and also a consent form.

We would be grateful if you would complete the consent form to confirm whether or not you wish for your information to be used in the UK-ROX study and the EXAKT sub-study, and return it to us in the stamped addressed envelope provided.

If we do not hear back from you within four weeks, then we will use the information in the study, but you are free to let us know otherwise at any point.

If you would like to talk to someone about UK-ROX, then please call *<insert name>* on *<insert phone number and time available>* or email <insert email of person>.

Thank you for taking the time to consider this request.

Yours sincerely
*<insert signature>*

*<insert full name>*
*<insert job title>*

Encs: Patient Information Sheet
Postal Consent Form