NHS
Nottingham
University Hospitals

Development of Post Falls Management Principles for Older People in Care Homes

Staff Participant Information Sheet

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Contact details

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1. What is the purpose of the study?

We would like to invite you to take part in an interview for the Development of Post Falls Management Principles in Care Homes. Before you decide, we would like you to understand why the research is being done and what it will involve. This study is looking at developing post fall management principles for use across care homes and multiple care agencies. The aim is to explore the experiences and opinions of up to 20 residents and their relatives, care home staff, and health care professionals working in primary, community, emergency and acute settings to inform the choice of key post-falls management principles. The interview will be conducted by telephone or online, according to your preference.

2. Who has reviewed this study?

Research in the NHS is usually looked at by an independent group called a Research Ethics Committee, to protect your safety, rights, well-being and dignity. This study has been reviewed and given a favourable opinion by the NHS, the Social Care Research Ethics Committee.

The study has also been reviewed and approved by the Health Research Authority and the Research & Innovation department of Nottingham University Hospitals NHS Trust. The Nottingham University Hospitals NHS Trust will act as the 'Sponsor' (i.e., the lead NHS hospital) for this research. The National Institute for Health and Care Research, Research for Patient Benefit will fund this research.

3a. Why have I been asked to take part?

You are being asked to take part in an interview because you either work in a care home, are a paramedic, or a health professional who is involved with falls management in the community, acute or primary care setting. We are seeking the views and opinions of residents that have fallen, and those providing care post falls, to inform the development of post falls management principles for care homes.

We are seeking the views of all staff with experience of post-falls management in care homes. We are particularly interested in speaking to staff from minority ethnic backgrounds and/or staff with a non-British nationality to make sure the research reflects the diversity of the workforce in England.

Do I have to take part?

No. It is up to you to decide whether or not to take part. If you decide to take part you will be given this information sheet to keep and will be asked to provide consent verbally, which will be recorded, to confirm that you understand what is involved when taking part in this study. The form will be stored securely by the research team and you will receive a copy. If you decide to take part you are free to leave the study at any time and without giving a reason, but we will keep information about you that we already have.

3b. What do I have to do?

You will be asked to take part in one interview lasting a maximum of 60 minutes. The interview will be a discussion with a researcher who is experienced in leading this type of discussion. The interview will take place over the telephone or online via a video call on a video conferencing platform called Dr Doctor, according to your preference. The interview will be audio-recorded using a digital recorder (with your consent) so that it can be transcribed (typed-up) by a transcriber approved by Nottingham University Hospitals NHS Trust who has a confidentiality agreement in place and then analyzed. You will be asked about your experience of care home resident falls and your views on the best principles to better support residents who have fallen. There are no right or wrong answers – it is your opinion that matters. Please contact the research team if you speak English as an additional language and require support from an interpreter.

3c. What are the possible benefits?

Whilst you may not benefit directly by taking part in the interview, your views will feed into the development of post-falls management principles for care home residents.

3d. What are the disadvantages?

We do not foresee any direct disadvantages in taking part in this low-risk study. You do not have to answer any questions you do not wish to. If the researchers consider anything you disclose about care provided that is harmful, they will be obliged to report to the Chief investigator who may wish to explore this further. A £25 voucher will be offered after the interview by post or email to compensate for your time.

3e. What will happen to my data?

How will we use information about you?

We will need to use information from you for this research project.

This information will include your name and contact details. The research team and the sponsor will use this information to do the research or to check your records to make sure that the research is being done properly. Your contact information will be used by the research team to contact you (via post,

email or telephone), and to share the findings from the study and a gift voucher, should you wish to receive them.

People who do not need to know who you are will not be able to see your name or contact details. Your data will have a code number instead.

Nottingham University Trust (NUH) is the sponsor of this research and is responsible for looking after your information. We will keep all information about you safe and secure by:

- Adhering to the General Data Protection Regulation (GDPR)
- Keeping strict access controls on our electronic systems
- Keeping your contact details separate from the study data
- Only anonymous study data (analysis from the interviews) will be shared with other researchers outside of Nottingham University Hospitals NHS Trust to support further research.

International transfers:

Your data will not be shared outside the UK.

How will we use information about you after the study ends?

Once we have finished the study, we will keep some of the data so we can check the results. We will write our reports in a way that no-one can work out that you took part in the study.

We will keep your study data for a maximum of 5 years. The study data will then be fully anonymised and securely archived or destroyed.

What are your choices about how your information is used?

- you can stop being part of the study at any time, without giving a reason, but we will keep information about you that we already have.
- you have the right to ask us to remove, change or delete data we hold about you for the purposes of the study. We might not always be able to do this if it means we cannot use your data to do the research. If so, we will tell you why we cannot do this.

Where can you find out more about how your information is used?

You can find out more about how we use your information, including the specific mechanism used by us when transferring your personal data out of the UK.

- our leaflet https://www.nuh.nhs.uk/privacy-notice/ or **www.hra.nhs.uk/patientdataandresearch**
- by asking one of the research team
- by sending an email to nuhnt.dpo@nhs.net, or nuhnt.researchsponsor@nhs.net

4. What will happen to the samples I give?

No samples will be collected.

5. What happens if new information becomes available?

As an interview study, it is considered unlikely that new information will affect the continuation of the study, but if this happens, and the study continues, an approved updated consent will be completed with you.

6. What will happen if I don't want to carry on with the study?

You can stop being part of the interview study at any time, without giving a reason, but we will keep information about you that we already have. To withdraw, please contact the researchers using the details at the start of this information sheet. If we have already completed the interviews, the anonymised data will still be used in the analysis and publications.

7. What happens when the study is finished?

At the end of the study the results will be published in scientific medical journals and presented at conferences. You will not be identified in any publication. We will send you a newsletter with a summary of the study findings, if you opt to receive this. The study is listed on a national database. Results will be published here when they become available: https://clinicaltrials.gov/

8. What if there is a problem?

If you have a concern about any aspect of this study, you should ask to speak with the researchers who will do their best to answer your question.

If you remain unhappy and wish to raise a concern formally, you can do this through the sponsor team. Email

nuhnt.researchsponsor@nhs.net

In the event that something does go wrong and you are harmed during the research study there are no special compensation arrangements. If you are harmed and this is due to someone's negligence then you may have grounds for a legal action for compensation but you may have to pay your legal costs. The normal NHS complaints mechanisms will still be available to you.

9. Further Information

You are encouraged to ask any questions you wish before, during or after your interview. If you have any questions about the study, please speak to the research team who will be able to provide you with up-to-date information about the study. If you require any further information or have any concerns while taking part in the study, please contact your research team (listed at the top of this document).

10. Patient and Public Involvement

All research participants are offered the opportunity to feedback on their experiences of taking part in clinical research at NUH through the Participant in Research Excellence Survey (PRES). Participants are free to choose if they want to participate or not.

The web link is: *www.nuh.nhs.uk/ri-feedback*

We have a Patient Public Involvement partner who sits on the study steering group meetings, and a Patient Public Involvement group in a care home who meets with a researcher bi-monthly. They have provided input with this information sheet, the consent form, and the interview questions. Two Patient and Public Involvement partners, with training, will contribute to the analysis of the interviews.

You can have more time to think this over if you are at all unsure.

Thank you for taking the time to read this information sheet and to consider this study.