



University of
St Andrews

Participant Information Sheet: Interviews

Project title

Mobilising knowledge to improve UK health care: learning from other countries and other sectors

What is the study about?

This study is funded by the NIHR Health Services and Delivery Research Programme (project ref 11/2004/10) and is being conducted by researchers from the School of Management at the University of St Andrews.

The primary purpose of the study is to improve how the NHS uses research-based information for more effective services and better patient care. It will do this by collating, analysing and making readily available the learning from knowledge mobilisation strategies developed and applied at the 'macro' level (i.e. by major research funders, major research producers and key research intermediaries) in healthcare (in the UK and internationally), and analogous experience from the fields of social care and education (in the UK). Key stakeholders in NHS research (key research funders, research producers and research intermediaries e.g. NIHR, the CLAHRCs, the NHS Confederation, the King's Fund, the Health Foundation) will be involved throughout the study to ensure that the findings and the outputs from the study are relevant and can readily be used by these organisations. The study will include interviews, an online survey and workshops. Further details can be found at the funder's website at: <http://www.nets.nihr.ac.uk/projects/hsdr/11200410> or at the project webpage www.st-andrews.ac.uk/business/km-study

Do I have to take part?

This information sheet has been written to help you decide if you would like to take part. If you do decide to take part you will be free to withdraw at any time without providing a reason.

What would I be required to do?

You will be asked to take part in an interview with one of the research team lasting around 45 minutes. The interview will take place either by phone or at your place of work as appropriate and will be taped if you agree to that.

Will my participation be anonymous and confidential?

The research aims to collate and learn from the experience of knowledge mobilisation approaches used by a range of organisations in health care, social care and education. It

would be unnecessarily restrictive and at odds with the aim of sharing the learning to withhold names of organisations carrying out specific initiatives or programmes. Firstly, many of the details of these knowledge mobilisation approaches will already be in the public domain. Secondly, it is important to consider contextual factors when developing knowledge mobilisation approaches and therefore omitting contextual detail from the findings would make them less useful. Thus we will normally include the names of organisations but we will not refer to individual interviewees by name.

We will anonymise or keep confidential data when requested to do so by the interviewee. We will also anonymise data (e.g. by aggregating data) where material is sensitive.

Storage and destruction of data collected

Data will be stored on password-protected computers accessible only by members of the research team or in locked offices. After the study has been completed, data will be stored until the papers and other outputs from the study have been completed and will then be destroyed.

What will happen to the results of the research study?

This is an 18 month study and we anticipate that the final results will be available in the second half of 2014. A key aim of this project is to ensure that the findings are readily usable by organisations and so there are likely to be a range of outputs in addition to a formal research report and journal papers.

Questions

You are welcome to ask questions about the project at any stage.

Approval and consent

This research proposal has been scrutinised and been granted ethical approval through the University ethical approval process.

The Board of the NIHR Health Services and Delivery Research programme reviewed the research proposal prior to awarding funding to the project.

You will be asked to sign a consent form before the interview.

What should I do if I have concerns about this study?

A full outline of the procedures governed by the University Teaching and Research Ethical Committee is available at <http://www.st-andrews.ac.uk/utrec/Guidelines/complaints/>

Contact details

Principal Investigator: Professor Huw Davies (hd@st-and.ac.uk)

Co-investigators: Professor Sandra Nutley (smn@st-and.ac.uk)

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**Mobilising knowledge
to improve health care**

www.st-andrews.ac.uk/business/km-study



Participant Consent Form: Interviews

Project title

Mobilising knowledge to improve UK health care: learning from other countries and other sectors

Researchers

Principal Investigator: Professor Huw Davies (hd@st-and.ac.uk)

Co-investigators: Professor Sandra Nutley (smn@st-and.ac.uk)

Dr Alison Powell (aep2@st-and.ac.uk)

The University of St Andrews attaches high priority to the ethical conduct of research. We therefore ask you to consider the following points before signing this form. Your signature confirms that you are happy to participate in the study.

What are identifiable/attribution data?

'Identifiable/attribution data' are data where the participant's organisation is identified, or where consent is given by a participant for their organisation's name to be used in the research outputs. The raw data will be held confidentially by the researchers. The published research will clearly identify and attribute data collected to the participant's organisation except in the following circumstances:

- a) Where the interviewee requests that data be anonymised or kept confidential
- b) Where material is particularly sensitive; such data will be anonymised (e.g. by aggregating data).

Consent

The purpose of this form is to ensure that you are willing to take part in this study and to enable you to understand what it entails. Signing this form does not commit you to anything you do not wish to do and you are free to withdraw at any stage.

Please answer each statement concerning the collection and use of the research data.

- | | | |
|--|------------------------------|-----------------------------|
| I have read and understood the information sheet. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| I have been given the opportunity to ask questions about the study. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| I have had my questions answered satisfactorily. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| I understand that I can withdraw from the study at any time without having to give an explanation. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| I agree to my organisation being identified in any subsequent publications or use. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

I understand that my raw data will be kept securely and will be accessible only to the researchers. I agree to data collected being attributable to my organisation. I also understand that in the published research any contribution made by me will be clearly identified and attributed to my organisation except in the circumstances set out under a) and b) in the section ‘What are identifiable/attribution data?’ above. Yes No

I understand that my data will be stored until the papers and other outputs from the study have been completed and will then be destroyed. Yes No

I agree to take part in the study. Yes No

Part of our research involves taking tape recordings. These recordings will be kept secure and stored with no identifying features.

I agree to being tape recorded Yes No

Participation in this research is completely voluntary and your consent is required before you can participate in this research. If you decide at a later date that data should be destroyed we will honour your request.

**Name in Block
Capitals**

Organisation

Signature

Date:



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