

## **Participant Information Sheet**

### **Board governance and patient safety in NHS Hospital Trusts**

You are being invited to take part in a research study. Before you decide it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully and discuss it with others if you wish. Ask us if there is anything that is not clear or if you would like more information.

#### **What is the purpose of the study?**

The NHS is widely acknowledged as providing some of the best health care in the world, with the vast majority of patients receiving care which is safe and effective. However, as in every other health system, not all care is as safe as it could be.

The University of Birmingham Health Services Management Centre and Dr Foster Intelligence are carrying out a study of Board governance and patient safety in NHS Hospital Trusts.

#### **Why have I been chosen?**

Our research aims to identify the types of governance activities undertaken by hospital Trust Boards to ensure safe care. We would like you to participate in this study based on your current position and knowledge and experience in this area.

Your contribution will provide an important input in making evidence-informed recommendations for effective hospital Trust Board oversight and accountability across the NHS.

### **Do I have to take part?**

It is up to you to decide whether or not to take part. If you do decide to take part you will be given this information sheet to keep and be asked to sign a consent form. You will be given a copy of the consent form to keep. If you decide to take part you are still free to withdraw at any time and without giving a reason.

### **What will happen to me if I take part?**

We wish to interview you about the experience of governing safe care in your Hospital Trust. We also wish to observe selected board meetings that you may or may not be involved in to further understand the activities associated with patient safety issues.

These interviews and observations will be undertaken by members of the research team. These are experienced researchers who are trained and qualified in this area.

### **How will I be recruited?**

As a member of the Board we feel you could make an important contribution to the study based on your experience and unique perspective.

### **Will my taking part in this study be kept confidential?**

The interview and observation data will be kept confidential and reported anonymously. Any direct quotation will be attributed a generic job title (e.g. "Director A") and organisation ("Trust A"). It may not be possible to totally anonymise quotations as we cannot categorically rule out that readers of any reports will be able to attribute quotations to the source material.

Digital recordings of interview data will be securely stored until the end of the study, when they will be deleted. In line with the University of Birmingham's code of conduct for research interview transcripts will be destroyed five years after publication of the study's findings. The transcripts will not identify interviewees by name.

### **What will happen to the results of the research study?**

Two of the principal research objectives for the research study are to inform policy and practice with timely, formative feedback. We intend to actively disseminate our findings across policy, managerial and academic communities.

This feedback of results will be carried out on a continuous basis.

### **Who is organising and funding the research?**

The research is being organised and sponsored by the University of Birmingham and Dr Foster Intelligence. It is funded by the NIHR Health Services and Delivery Research programme.

### **What indemnity arrangements are in place?**

This study is covered by the University of Birmingham's insurance policy for negligent harm. The study is not covered for non-negligent harm, as this is not included in the University of Birmingham's standard insurance policy.

**How can I get further information?**

Please contact Professor Russell Mannion (tel XXXX email XXXX), Dr Tim Freeman (XXXX) or Dr Ross Millar (XXXX) for further information.

**Thank you for your help.**