

## Transforming Children's Community Services (TraCCS) Study

### Information about the Research for NHS Organisational Staff

You are being invited to take part in a research study (the 'TraCCS' Study) being conducted by researchers at the Social Policy Research Unit (SPRU) at the University of York. This study is funded by the Department of Health (DH) and has been approved by [name of trust R&D office] and [name of REC]. Before you decide whether or not you would like to take part in the study, please read this leaflet, which provides information about the research and what taking part will involve.

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

The aim of this study is to understand the impact of introducing or expanding Children's Community Nursing Teams. We are doing this by studying three teams in England that are being, or have recently been, reconfigured. One of the teams is the [team name]. As part of this research, we would like to speak with senior NHS staff who are involved with developing children's services in [area name].

#### Why have I been contacted?

You have been contacted as you have been identified as someone who plays a key role in developing children's services in this area. You may be a Commissioner, a Senior Manager in the Provider Trust, or a General Practitioner. We are inviting you to take part in this study, so that we can learn from your experiences of developing Children's Community Nursing Teams.

#### What does taking part in the research involve?

If you decide to take part in the research, we will interview you to find out a) how Children's Community Nursing Teams in your area have been developed, b) what you have learnt from this, and c) how changing commissioning arrangements have impacted on the reconfiguration of local services for ill children. As we are tracking the development of the [name of team] and the service context in which it operates, we would like to interview you approximately every six months during the project (up to five times in total).

#### What does each interview involve?

Interviews will be conducted via telephone, and will take between 45 to 60 minutes. We would like to record the interview with your permission, but if you prefer not to be recorded, we will take notes.

**If I choose to take part in this study, will my participation be kept confidential?**

Your involvement in the study will be kept confidential. All data collected will be stored securely in accordance with the 1998 Data Protection Act and University of York Ordinances. We will anonymise the information you provide and use it to help write our report and other project outputs (for example, journal articles), but you will not be named in any of the project outputs.

**What are the benefits of me taking part in this research?**

The information you provide will be invaluable in helping us learn about developing and implementing Children's Community Nursing Teams, and in the context of changing NHS structures. There is a lack of evidence about how to develop Children's Community Nursing Teams, and thus the information you provide will be helpful to other health communities who are developing similar teams.

**Will taking part in an interview affect my employment?**

No, taking part in the research will not affect your employment in any way. Similarly, if you decide not to take part your employment will not be affected in any way.

**Do I have to take part?**

No, you do not have to take part in this research. If you choose not to take part in the research, please indicate this decision on the enclosed response form and return it to us in the prepaid envelope. Once we have received your form we will not contact you again about taking part in an interview.

**I would like to take part. What should I do?**

Please indicate your decision by completing the enclosed response form, and providing us with your contact details. You can then return the form to us in the prepaid envelope. When we receive this, we will contact you to answer any questions you have, and arrange a time and date for the first interview. After this, we will contact you again at approximately six monthly intervals to arrange up to five further interviews.

If you do decide to take part, you are still free to withdraw at any time, and you do not have to give a reason.

**Thank you for taking the time to read this leaflet. If you have any questions, please do not hesitate to contact [name], the Researcher, using the details below:**

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**Please retain this leaflet for your information.**