Getting the most out of knowledge and innovation transfer (KIT) 'agents' in healthcare: a qualitative study

Information Sheet:
For participants working with knowledge and innovation transfer (KIT) 'agents'

Please read this information sheet carefully before deciding whether or not to participate in the study. If you decide to participate, then, before you consent, you will have an opportunity to ask questions about the study and your participation in it. If you decide not to take part there will be no disadvantage of any kind and we thank you for considering our request.

What is the aim of the study?

The primary aim of the study is to identify the benefits that KIT agents bring to healthcare managers or practitioners, and to explore any challenges and lessons learned. This is intended to help address the problem of how knowledge which could improve healthcare often fails to reach or influence those responsible for patient care. We will learn more about what KIT agents do and how they can be better supported in their work.

Why have I been asked to participate?

We are carrying out case studies of 10-12 KIT agents who are responsible for some aspect of knowledge and innovation transfer to learn how best to support the process. You have been asked to participate in the study because you are connected with the work of a KIT agent. You will be providing unique and critical information about how the KIT agent role worked in practice and how it can be improved in future. Only people who have direct experience of KIT agent services can provide the information needed to evaluate them.

What will happen if I take part?

You will be asked to take part in a one-to-one interview with an independent evaluator. Interviews will be individual face-to-face or via telephone, as you prefer. The location and timing of all interviews will be negotiated and agreed with you. They last up to one hour maximum. Prior to the interview, you will be informed of the question areas which will focus on your experience of connecting with the KIT agent. If you are not happy to answer a particular question, you will be free to say so. All those who are interviewed will be asked to sign a consent form. With permission, we will audio record the interviews.

Will my taking part be kept confidential?

Data from the interviews will be confidential to the project team (Alison Bullock, Emma Barnes and Zoë Morris). The information gathered from your interview will be anonymised and combined with other interviews for analysis and presentation so that no individual person or organisation can be identified.

All data will be stored securely in locked cabinets and on password-protected computers. In accordance with Cardiff University guidance, the data will be kept for a minimum of 5 years, or at least 2 years post-publication. It will then be destroyed.

Can participants change their mind and withdraw from the project?

You may withdraw from the study at any time. If you chose to withdraw after participation, your data will be excluded from analysis.

What use will be made of the collected data?

Data will be analysed to identify the benefits that KIT agents bring to healthcare managers and practitioners, and to explore any challenges and lessons learned. A feedback event will be organised in each of the KIT agents' home organisations. The full written report will make recommendations for KIT agent roles and activities in the future. A full copy of the report will be publicly available and a summary will be distributed to all study participants. The report is scheduled to be available by 31 December 2015. Additionally, we aim to publish the results in peer-reviewed journal articles and present them at conferences. It is important to note that any data included will be anonymous and not individually identifiable.

Are there any advantages or disadvantages to participating in the study?

The study has been designed to provide actionable insights which should benefit the healthcare community. Benefits will arise from sharing good ideas and activities that 'work', as well as challenges and ways to overcome these. Good practice will be identified locally as well as from the international literature. The study can also provide organisations with early feedback from independent evaluators if desired. It can provide an opportunity to 'showcase' their work should they wish. In previous studies, we have also found that individual participants can benefit from having the opportunity to talk through the issues with a neutral person who can help them clarify and shape their own thinking and actions.

The disadvantage of participation is the time that is involved. Participants are asked for up to an hour of their time.

Who is organising the study?

This project is funded by National Institute for Health Research (NIHR). Cardiff University is the study sponsor.

Who has reviewed the study?

This project has been reviewed and approved by a Cardiff University Research Ethics Committee and local NHS Research and Development Offices.

What if there is a problem?

If you have any study specific concerns or complaints, please contact Alison Bullock or Emma Barnes, details below. If you wish to raise a concern or complaint with someone independent of the project, please contact Mr Chris Shaw, Research Governance Coordinator- Research, Innovation and Enterprise Services, Cardiff University; Tel: [redacted] or email [redacted]

What if participants have any questions?

If you have any questions about our project, either now or in the future, please feel free to contact:

Professor Alison Bullock	Emma Barnes	Dr Zoë Morris
[redacted]	[redacted]	[redacted]
Tel: [redacted]	Tel: [redacted]	

Cardiff Unit for Research and Evaluation in Medical and Dental Education (CUREMeDE),
University of Cardiff School of Social Sciences, Glamorgan Building, Cardiff CF10 3WT