

Consent to take part in the study

Information Systems: Monitoring and Managing From Ward To Board

	Add your initials next to the statements you agree with
I confirm that I have read and understand the information sheet dated April 2014 explaining the above research project and I have had the opportunity to ask questions about the project.	
I agree for the data collected from me to be used in the research study.	
I agree for the interview to be digitally recorded.	
I agree to take part in the above research project.	
I understand that I can withdraw at any time during the fieldwork phase of the study.	

Name of participant	
Participant's signature	
Date	
Name of lead researcher	Professor Justin Keen
Signature	
Date	

If you want to ask me any questions about the research study, you can contact me by telephone, email or letter:

Professor Justin Keen
Leeds Institute of Health Sciences
Charles Thackrah Building
University of Leeds
101 Clarendon Road
Leeds LS2 9LJ

Tel: 0113 343 6941
Email: j.keen@leeds.ac.uk

INFORMATION SHEET

Information Systems: Monitoring and Managing From Ward To Board

Background to the study

You are being invited to participate in a research project, focusing on dashboards, which is being undertaken by the University of Leeds. The research is funded by the Department of Health's National Institute for Health Research (NIHR), and has been approved by the University of Leeds School of Medicine Research Ethics Committee. 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 information below, and discuss it with colleagues if you wish, before deciding whether or not you wish to take part. If anything is not clear, or you would like more information, please do contact me – my details are at the bottom of this note.

All Trusts in England are being encouraged to develop dashboards. These are integrated information systems that are designed to enable staff to monitor the quality of services, or the overall performance, of wards. Quality and performance dashboards are also being developed to facilitate monitoring of services by Trust Boards and external bodies, including Clinical Commissioning Groups. There is very little information available about the progress that has been made by Trusts so far, or about their plans for the next two years. Indeed, there is little solid research evidence about the value of dashboards, either for ward staff or when they are used by managers.

Why have I been invited to take part?

You are being invited to participate in this research because you are involved in the design, implementation or use of dashboards. Your organisation has kindly agreed to take part in this research study and you are one of the people we wish to interview.

We will interview you on a maximum of two occasions in the course of the study. Each interview will last for up to an hour and take place at a time and work location convenient to you. With your permission, we would like to audio record the interview, as it provides us with an accurate and complete transcript. If we want to interview you again it will be before the end of July 2016, and the interview will again take up to one hour.

Consent and your right to withdraw from the study

It is up to you to decide whether to take part and your participation is at your discretion. If you agree to be interviewed you will be asked to sign a consent form, but you will be free to withdraw at any time during the interview or later in the study, up until the data is analysed, without giving a reason.

What will happen to your information

All the information collected during the course of the research will be held securely and will be treated as confidential. The data will be stored on a secure University of Leeds server, which is password and firewall protected and accessible only to the research team. At the end of the project all data will be securely archived for seven years and then destroyed.

We will write a report at the end of the project, setting out the findings of the study and send it to the organisations involved and to the funder, the NIHR Health Services and Delivery Research programme. We also aim to publish our findings in health service journals.

Concerns and complaints

If you have concerns about any aspect of this study, please speak to Professor Justin Keen, who will do his best to answer your questions. His contact details are below. If you are still unhappy and you wish to complain formally, you can do this by contacting the Leeds University sponsor representative, Clare Skinner, Head of Research and Support, Faculty of Medicine and Health at governance-ethics@leeds.ac.uk or telephone 0113 343 4897.

Funding

The study is being funded by the Health Services and Delivery Research programme, which is part of the National Institute for Health Research (NIHR).

Further information about the funder is available at:

<http://www.nets.nihr.ac.uk/programmes/hsdr/remit>

Contact Me

You are welcome to contact me to discuss the study. The best way to contact me, Professor Justin Keen, is by email, j.keen@leeds.ac.uk. My telephone number is 0113 343 6941. I work at the Leeds Institute of Health Sciences, University of Leeds, Charles Thackrah Building, 101 Clarendon Road, Leeds LS2 9LJ.