**Participant Information Sheet**

**Study Title**: The impact of beliefs, thinking styles and self-kindness on the experience of Bipolar Disorder

**Researcher**: Chloe Woods (Trainee Clinical Psychologist)

**ERGO number:** 64021

You are being invited to take part in the above research study. To help you decide whether you would like to take part or not, it is important that you understand why the research is being done and what it will involve. Please read the information below carefully and ask questions if anything is not clear or you would like more information before you decide to take part in this research. You may like to discuss it with others but it is up to you to decide whether or not to take part. If you are happy to participate you will be asked to tick the box to indicate your consent to proceed.

**What is the research about?**

This study is being undertaken as part of a Doctorate in Clinical Psychology at University of Southampton, UK. The study has gained ethical approval from the University of Southampton's Ethics and Research Governance Committee (ID: 64021). The research is expected to be completed in May 2022. The aim of this study is to explore beliefs, thinking styles and self-kindness are related to wellbeing in Bipolar Disorder.

**Why have I been asked to participate?**

You are invited to participate if you are over the age of 18 and have been diagnosed with Bipolar Disorder by a Mental Health Professional.

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

Your participation is entirely voluntary. It is up to you to decide if you want to take part or not.

If you take part, you will be given access to an online survey. The survey will contain a series of questionnaires. It will take around 40 minutes to complete all the questionnaires, although you can ‘save’ your progress at any point and return to the survey at another time to complete it. We would ask however that you complete the survey within a 7-day time period.

Firstly, you will be asked some demographic questions, for example age, gender, ethnicity, and other mental health diagnoses. We will also ask about your beliefs and thinking styles in relation to your diagnosis of Bipolar Disorder. We will ask for your email address so that we can contact you again with another questionnaire. You will then be invited to complete the same survey again at a 3-month follow-up. An automated email will be sent, however, this time you will not be asked to complete the demographic information.

You can withdraw from the study at any point during the survey by clicking the x and exiting the browser screen. Once you have submitted all questionnaires you can withdraw your data until the point data collection ends. After this data will be anonymised and you will not be able to withdraw.

**Are there any benefits in my taking part?**

By taking part in this study, you may help improve our current understanding of the beliefs and thoughts underlying Bipolar Disorder. Ultimately, further knowledge in this area may help us to better understand and support individuals with Bipolar, for example developing new techniques for psychological therapy.

To say thank you for participating, you can choose to be entered into a prize draw to win one of twelve Amazon vouchers (3x £15 or 9x £20). The draw will take place after the data collection period has ended (February 2022).

For Psychology students at the University of Southampton, 8 study credits will be awarded (please make sure you use your university email address for credits to be awarded).

**Are there any risks involved?**

There is a chance that you may experience a temporary increase in distress and a heightened awareness of things that make you feel upset. If you are experiencing distress that you are concerned about, please contact your GP or the Samaritans (telephone emotional support for individuals struggling to cope or at risk of suicide; Tel: 116 123), or NHS 111.

If you are participating in this research outside of the UK you can find information on local mental health support on the following websites:

<https://unitedgmh.org/mental-health-support>

**What data will be collected?**

You will be asked to complete some demographic questions (age, gender, etc). You will also be asked some questions about your Bipolar Disorder journey (age of diagnosis, contact with mental health service, other mental health diagnoses, etc). Following on from this you will complete several questionnaires about your beliefs and thinking styles relating to Bipolar Disorder. At the beginning of the study you will be asked for a contact email address, this is so that you can be invited for the 3 month follow up to complete the same measures and entered into the prize draw if you would like. The email address will be stored separately away from your other responses and deleted at the end of the study.

Data collected will be pseudonymised, this means that each data set will be linked to the email address provided using a participant number. The information will be kept in separate files to help reduce privacy risks by making it more difficult to identify individuals. The only people to have access to the codes so as to enable the individual to be identified will be the lead researcher (Chloe Woods) and the project supervisors. The linking data of email address will be deleted once data collection is complete.

Raw data will be collected and stored on the University’s Qualtrics platform, which is password protected. The downloaded anonymised data will be stored on the researcher’s personal computers and may be uploaded to the Open Science Framework website for open access.

**Will my participation be confidential?**

Your participation and the information we collect about you during the course of the research will be kept strictly confidential.

Only members of the research team and responsible members of the University of Southampton may be given access to data about you for monitoring purposes and/or to carry out an audit of the study to ensure that the research is complying with applicable regulations. Individuals from regulatory authorities (people who check that we are carrying out the study correctly) may require access to your data. All of these people have a duty to keep your information, as a research participant, strictly confidential.

**Do I have to take part?**

No, it is entirely up to you to decide whether or not to take part. If you decide you want to take part, you will need to indicate your consent by ticking the relevant box when asked to show you have agreed to take part. You are able to opt out up until the end of data collection in February 2022, after this point you are unable to withdraw your data.

**What happens if I change my mind?**

You have the right to change your mind and withdraw while you are completing the online survey without giving a reason and without your participant rights being affected. However, once you have submitted your responses you will have until the end of the data collection period in February 2022 to withdraw your data, after this point data cannot be withdrawn, this is the case for both the initial survey and the 3 month follow-up. You can opt out by contacting the researcher on the following email address: bipolar1@soton.ac.uk.

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

Your personal details will remain strictly confidential. Research findings made available in any reports or publications will not include information that can directly identify you without your specific consent. Once the project is complete, the publication will be available via the University of Southampton’s Library Eprint server.

**Where can I get more information?**

You can contact Chloe Woods on bipolar1@soton.ac.uk, if you have any questions about this study.

**What happens if there is a problem?**

If you have a concern about any aspect of this study, you should speak to the primary researcher, Chloe Woods (bipolar1@soton.ac.uk), who will do her best to answer your questions.

If you remain unhappy or have a complaint about any aspect of this study, please contact the University of Southampton Research Integrity and Governance Manager (023 8059 5058, rgoinfo@soton.ac.uk).

**Data Protection Privacy Notice**

The University of Southampton conducts research to the highest standards of research integrity. Please find the University’s Data Privacy Notice here: <https://www.southampton.ac.uk/about/governance/policies/privacy-policy.page>

**Thank you for taking the time to read this information sheet and considering taking part in the research.**

The University of Southampton conducts research to the highest standards of research integrity. As a publicly-funded organisation, the University has to ensure that it is in the public interest when we use personally-identifiable information about people who have agreed to take part in research. This means that when you agree to take part in a research study, we will use information about you in the ways needed, and for the purposes specified, to conduct and complete the research project. Under data protection law, ‘Personal data’ means any information that relates to and is capable of identifying a living individual. The University’s data protection policy governing the use of personal data by the University can be found on its website (<https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page>).

This Participant Information Sheet tells you what data will be collected for this project and whether this includes any personal data. Please ask the research team if you have any questions or are unclear what data is being collected about you.

Our privacy notice for research participants provides more information on how the University of Southampton collects and uses your personal data when you take part in one of our research projects and can be found at <http://www.southampton.ac.uk/assets/sharepoint/intranet/ls/Public/Research%20and%20Integrity%20Privacy%20Notice/Privacy%20Notice%20for%20Research%20Participants.pdf>

Any personal data we collect in this study will be used only for the purposes of carrying out our research and will be handled according to the University’s policies in line with data protection law. If any personal data is used from which you can be identified directly, it will not be disclosed to anyone else without your consent unless the University of Southampton is required by law to disclose it.

Data protection law requires us to have a valid legal reason (‘lawful basis’) to process and use your Personal data. The lawful basis for processing personal information in this research study is for the performance of a task carried out in the public interest. Personal data collected for research will not be used for any other purpose.

For the purposes of data protection law, the University of Southampton is the ‘Data Controller’ for this study, which means that we are responsible for looking after your information and using it properly. The University of Southampton will keep identifiable information about you for 1 year after the study has finished after which time any link between you and your information will be removed.

To safeguard your rights, we will use the minimum personal data necessary to achieve our research study objectives. Your data protection rights – such as to access, change, or transfer such information - may be limited, however, in order for the research output to be reliable and accurate. The University will not do anything with your personal data that you would not reasonably expect.

If you have any questions about how your personal data is used, or wish to exercise any of your rights, please consult the University’s data protection webpage (https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page) where you can make a request using our online form. If you need further assistance, please contact the University’s Data Protection Officer (data.protection@soton.ac.uk).

**Thank you for taking your time to read this information sheet and considering taking part in this study!**

Please tick the box below to indicate that you understand the information above and you are willing to participate in this study. In indicating your consent, you are not waiving your legal claims, rights, or remedies.

 I have read the above information and I am willing to take part in the study. I understand the procedures involved and the objectives of the research. I also confirm that I am aged 18 or over and have received a diagnosis of Bipolar Disorder from a mental health professional.