PARTICIPANT INFORMATION SHEET

Study title: ***Understanding healthcare professionals' lived experiences of death in the Emergency Department and the influence of personal values and norms***

Researcher name: **Laszlo Penzes**

ERGO number: **52903.A1**

IRAS number: **292601**

Site R&D reference **RHM MED1670**

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 sign a consent form.

What is the research about?

I am Laszlo Penzes, a staff nurse in the Emergency Department and I am undertaking a PhD study to understand staff experiences of sudden death in the Emergency Department. The findings of this study will help us better understand the impact of such events on staff.

Why have I been asked to participate?

As a member of the clinical staff in the Emergency Department, who potentially witnessed death in ED, you are potentially an ideal candidate to help me understand this experience from a staff's perspective. Members of staff with various clinical role, background and experience are welcome to participate.

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 sign a consent form to show you have agreed to take part.

Are there any benefits in my taking part?

The information collected during these interviews will help us understand the real impact witnessing sudden death in the Emergency Department has on staff, and how that reflects in the future provision of care. These findings can provide a basis for a better education and preparation of staff for such events, improvement in coping strategies and interpersonal relationships.

Are there any risks involved?

Due to the delicate nature of the subject, talking about somebody's death, can bring to surface painful memories. In case the conversation, the interview will become uncomfortable, there will be always a possibility to take a break, to stop or even to withdraw if required. The research team will create an environment and will conduct the interviews in a manner that will have your feelings, emotions, beliefs, views and requests at the centre.

If recalling memories of an incident could cause distress to you, an organisational response is available at UHS, called TRIM (Trauma Risk Management). TRiM is a way of assessing the psychological impact on staff of exposure to distressing situations. TRiM assessment is a service that is open to everyone affected by an incident and will help exploring how you are coping after a traumatic event, and thinking about what support, if any, might be helpful. In case you would like to benefit from this service please use below contacts:

Lorna Brown -*TRiM Manager, the Emergency Department*
Extension 6220
lorna.brown@uhs.nhs.uk

Karen MacKinnon - *TRiM lead*
Jude Reay - *TRiM medical lead*
(contact details on StaffNet TRIM page)

What will happen to me if I take part?

During this study, I will conduct one-to-one narrative interviews with members of clinical staff, including consultants, doctors, SHOs, ACPs, ENPs, Nurses (all bands) and HCAs. If you decide to take part in this study, the interview will take place at a time convenient to you. The interview itself will be conversational in nature, where you will be offered the opportunity to freely express your thoughts and feelings. The conversations will be audio-recorded with your permission. The length of the interview will aim to be up to 60 minutes for narrative interviews, but will depend on you and the amount and detail of information you wish to share during these interviews. Prior to the interview, a consent form will be required to be signed.

What data will be collected?

The purpose of the narrative interviews is to reflect on the general experience with death in ED. During the interviews an account of personal experiences will have sought which will include feelings, emotions, thoughts, memories and reflections. These personal experiences will be audio-recorded with your permission, transcribed, analysed and compared to other similar experiences. Direct quotes might be also used from the interviews, but personal identity will be protected, as a pseudonym will be used instead of your name in the reports and final study.

As the interview will happen with a commercial application called Microsoft Teams, over an online platform, detailed information about data and information handling of the application provider, including instructions on how to enable or disable different features can be found in the 'Privacy, security, and compliance in Microsoft Teams' section of the provider's website: https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/security

Interviews will not be video recorded using the application.

What happens if I change my mind?

You have the right to change your mind and withdraw at any time without giving a reason and without your participant rights being affected. If you withdraw from the study, we will keep the information about you that we have already obtained for the purposes of achieving the objectives of the study only. In case you would like to withdraw please get in touch with the researcher on the contact details provided below.

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 (the researcher and the supervisors) 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. Any information identifying the participants, for instance signed consent sheets, field notes and pseudonyms that are linked to the identity of the participants will be kept in locked storage separately from the anonymised data. In line with the Faculty of Health Science's storage policy, paper data will be kept in locked strictly controlled storage for 10 years and then disposed of securely. The electronic data files will also be held on the University's servers and deleted after 10 years. All audio recordings will be transcribed and handled as above, while the recordings will be deleted/destroyed. Anything you say in the interview will be confidential and not communicated to the senior clinical team, unless you say something which indicates that you may be at risk of harm. In this case, this information will be passed on to the direct supervisor, in a sensitive and confidential manner. This is part of our duty of care and a key responsibility for healthcare professionals' overall wellbeing.

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. The findings of this project will be of interest to policy makers, practitioners, academics, and users and carers in the field of palliative, emergency and critical care. The anonymised findings will be disseminated to individuals participating if they have expressed a wish to be informed during data collection, and clinical work colleagues. Dissemination to the wider academic community will occur through publication of academic papers in high impact factor peer-reviewed academic journals. The researcher will aim to deliver poster or oral presentations at various conferences as well as at the NHS trust where the research takes place and local public engagement events.

Where can I get more information?

If you have any questions about the study please contact the researcher or his supervisors, using the contact details provided below:

Researcher:

Laszlo Penzes : lp13g14@soton.ac.uk

Supervisory team:

Dr Michelle Myall (Senior Research Fellow – University of Southampton): m.myall@soton.ac.uk

Dr Joanne Turnbull (Lecturer - University of Southampton): j.c.turnbull@soton.ac.uk

What happens if there is a problem?

If you have a concern about any aspect of this study, you should speak to the researchers who will do their best to answer your questions. Getting in touch with the research team is via the contact details provided above.

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. 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 the following web address:

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 10 years 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 if you decide to take part in this research!