**Community-based participatory action research to strengthen multidisciplinary education and practice**

**PARTICIPANT INFORMATION SHEET**

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## Invitation

You are invited to participate in a research study examining the strengths, challenges and what it might take for different allied health professionals (for example physiotherapists, speech pathologists, exercise scientists and physiologists, nutritionists and occupational therapists) to work together with the Devonport community to support activities that prevent disease and promote health.

## What is the purpose of this study?

This study is being conducted to inform the design of a new student assisted allied health clinic in Devonport. The objective is to establish a clinic that will address allied health service delivery gaps or health promotion and disease prevention and provide community-based learning experiences for allied health students.

## How is the study being funded?

The study is being partially funded by the School of Health Sciences at the University of Tasmania and partially funded the Rural Health Multidisciplinary Training (RHMT) Fund. The RHMT carry-forward funds from the 2019-2021 Fund Agreement allows for $8000 to support stakeholder engagement (room bookings, staff travel, catering) as part of a project that focuses on Establishing the Devonport Health Enhancement Clinic (DHEC): Expansion of the Rural Health Multidisciplinary Training Program in More Remote Settings in Tasmania. There are no payments or other financial benefits provided to study participants.

## Why have I been invited to participate?

You are eligible to take part in this study because you are either a community member or an allied health professional working in Devonport or a surrounding area, or an academic or

students currently involved in allied health education at the University of Tasmania. Your participation is voluntary, and there are no consequences for choosing not to participate.

You have been identified through your email expressing an interest to be involved in the study.

## What will I be asked to do?

If you choose to participate, you will be asked to attend one or two separate focus groups to discuss your experiences and/or views on the strengths, challenges and what it might take for different allied health professionals to work together with the Devonport community to support activities that prevent disease and promote health.

At the focus group, we will guide some discussion about student assisted multidisciplinary clinics through various questions and you will also be encouraged to discuss in depth, reflect, and raise your own issues.

Important discussions and decisions will be documented in a written summary and locked, shared in a secure icloud file at the University of Tasmania. The summary documents will be available at each focus group and you will be encouraged to read these documents, reflect on their content and correct inaccuracies, seek clarification, and engage in conversation to add more information or provide additional insight.

Each of the focus groups will be up to two hours in duration and take place in a confidential room. The community and allied health clinician focus groups will take place in at a public location in Devonport. The allied health academic and student focus groups will take place in Launceston. Just prior to the first focus group in which you are involved, we will brief you about the study and ask you to sign a consent form.

The focus groups will be audiotaped using recording software known as OTTERand one of the researchers will be recording the discussion . To minimise the risk of any possibility of third-party data sharing he audio transcriptions will be immediately transferred to UTAS files and deleted from the OTTER recording system following each focus group. The audio recordings may be used in any publications resulting from the research study, however, your identity will remain anonymous and all information will be de-identified to protect your privacy.

## Are there any possible benefits from participation in this study?

We do not expect direct benefits for participants in this study beyond:

* developing some understanding of establishing a university presence in Devonport;
* having say in increasing the opportunity for the local community to access facilities and resources, which may not otherwise be available without establishing the clinic, and
* enabling UTAS and the DoH to better meet the growing needs and demands of the Devonport community in terms of allied health service delivery, community health interventions and allied health education and training.

## Are there any possible risks from participation in this study?

There are no risks anticipated with this study. Should you experience discomfort during or following the focus groups, you may contact the researchers for support. The researchers will also assist you to contact existing supports if needed.

## What if I change my mind during or after the study?

You are free to withdraw without consequence at any time. We expect the focus groups to occur over a three-month period and if you choose to withdraw after this time your data may have been included in the analysis. It will not be possible to remove your data by this time because it will have been de-identified.

## What will happen to the data when this study is over?

All raw data will be held by the University of Tasmania for a period of at least five (5) years from the date of the first publication. All electronic data will be kept in a locked electronic file on the University of Tasmania and kept on the UTAS server that is password protected. Any physical data, such as notes taken during the focus groups, will be stored in a locked filing cabinet of Dr Lisa Dalton’s office in the Old Commerce Building (Psychology Clinic), at the Sandy Bay campus. Signed consent forms will be stored separately in a different folder from the interview data to prevent identification of participants. All other data will be de-identified by allocating an alias first name that you may choose.

The Australian Code for the Responsible Conduct of Research and the UTAS Management of Research Data Policy requires us to consider the potential value of the data for further research and make this available for use by other researchers where there is no ethical, privacy or confidentiality objection and disseminating a full account of their research as widely as possible. There is no ethical reason not to share the data from this project, however, after a period of five years electronic files will be deleted. Consent forms and focus group notes will be security-shredded. Audio tapes will be destroyed.

## How will the results of the study be published?

All data in this study will be anonymous. Data from this study will be discussed andmay be published as the Devonport student-assisted multidisciplinary clinic strategy and in the form of journal publications. If you wish to be notified on the results of this study, please feel free to contact us.

## What if I have questions about this study?

If you have any queries, concerns or issues with this study, please feel free to contact us using the contact details at the top of this Information Form. This study has been approved by the UTAS Human Research Ethics Committee. If you have concerns or complaints about the conduct of this study, you can contact the Executive Officer of the HREC (Tasmania) Network on (03) 6226 6254 or email human.ethics@utas.edu.au. The Executive Officer is the person nominate to receive complaints from research participants. You will need to quote HREC: H0028797.

**How can I agree to be involved?**

If you agree to participate in this study, you can register for the focus groups by emailing Allied.Health.Expansion.SHS@utas.edu.au

The email responses will be managed by University administrative staff who are not involved with the study and who will not divulge participants details to the researchers but instead share the focus group location, dates, and times with you directly.

**Thank you for your time**

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**PARTICIPANT CONSENT FORM**

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| --- | --- |
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By signing below, I confirm that I have read and understood the information sheet and in particular:

* I have been informed of and understand the purpose of the study.
* I understand that my involvement in this research will include participating in one or two focus group discussions that will be conducted face-to-face and are approximately two hours long, and reading and reflecting on written information and materials.
* I understand that the research includes the researcher’s audio recording my participation in the focus groups and taking notes from the discussions. To minimise the risk of any possibility of third-party data sharing he audio transcriptions will be immediately transferred to UTAS files and deleted from the OTTER recording system following each focus group. The audio recordings
* I understand that participation involves the risk(s) that outline the risks identified in the information sheet and, if relevant, how these risks may be mitigated
* Any questions that I have asked have been answered to my satisfaction
* I understand that all study data will be securely stored in the researcher’s office in a locked filing cabinet and electronic data will be stored in a locked file on the University of Tasmania server. The computer and filing cabinet will be stored in a locked office at the University of Tasmania premises for duration of five years and will

then be destroyed.

[ ]  I agree that my study data can be used for this specific project

* I understand that the results of the study will be published so that I cannot be identified as a participant
* I understand that my participation in this research is voluntary
* I understand that I am free to withdraw at any time, without explanation or penalty
* I understand that I will not be able to withdraw my data after completing the research as it has been collected anonymously
* I agree to participate in the study as outlined to me.

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| --- | --- |
| Name |  |
| Signature |  |
| Date |  |

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| **Statement by Researcher** |  |
|  | I have explained the project and the implications of participation in it to this volunteer and I believe that the consent is informed and that he/she understands the implications of participation. |
| If the researcher has not had an opportunity to talk to participants prior to them participating, the following must be ticked. |
|  | The participant has received the Information Sheet where my details have been provided so participants have had the opportunity to contact me prior to consenting to participate in this project. |

|  |  |
| --- | --- |
| Name |  |
| Signature |  |
| Date |  |