



Ward Manager Short Participant Information Sheet

(Final version 1.1 2nd August 2023)

IRAS Project ID: 325423

Title of Study: VOICE2 Evaluation

Name of Chief Investigator: Professor Rowan Harwood

Local Researcher(s):

What is this study about?

We want to understand whether a dementia communication skills training course for ward staff does improve patient care.

What does taking part involve?

You will be interviewed for 30 minutes on your experiences of your ward staff being trained on this course, any barriers or facilitators to the delivery of the training on your ward and any changes in ward culture you have noticed. Interviews will be either by telephone, video call or in a meeting room convenient for you. All in person and telephone interviews will be audio recorded, interviews via Microsoft Teams will be video recorded, all interviews will be transcribed by an approved University of Nottingham transcriber with the duty of confidentiality.

Do I have to take part?

No, taking part is up to you. If you decide not to, it won't affect your employment. If you change your mind having agreed to take part, you can withdraw from the study. We will keep any information collected prior to your withdrawal.

What are the benefits and risks?

- You might find it interesting to reflect on how the dementia communication skills course changes ward culture.
- You could be helping to improve the hospital care of patients with dementia.
- You might find reflecting on caring for patients with dementia is upsetting.

Who has approved the study?

- The study has been funded by the National Institute of Health research
- It has been checked and approved by Health and Care Research Ethics Committee Wales REC4.
- University of Nottingham is the research sponsor
- Your employer has agreed to take part and has given all the required approvals.

Complaints or concerns?

If you would like to speak to someone independent from the study, or have any complaints please contact: the Faculty of Medical and Health Sciences Senior Administrator, Louise Sabir; Email: fmhs-researchethics@nottingham.ac.uk

Data protection – what data will be collected about me?

- In this study we will use information from you.
- We will only collect and use information that we need for the study.
- If you want to take part, we will ask you for your name and contact details (email/ward address or phone number)
- We will use this to arrange a convenient interview time.

Who can see my data?

- Only people in the study team will be able to see your name or contact details. The information will be stored securely (password-protected) on the University of Nottingham computer network.
- The interviews will be typed into a written format called a transcript by a member of university staff. Other researchers may need to check our analysis or, with your permission we may allow other researchers to use the anonymised data in research.
- The answers you give to the questionnaires and tests will be stored in a database.

What will be done with the information?

- Anything you tell us is confidential unless you tell us you, or someone else, is at risk of harm.
- We might use quotes from your interview in reports or presentations, but we will never use your name or any details that could identify you.
- All information will be stored securely on university computers. Only the research team will have access.

How long will you keep my data?

- We will store your name and contact details for up to 6-months after the study has ended, to send you a summary of what we find. We will then delete the information.
- The interview transcripts will be stored for up to 7 years after the study ends. Other researcher may need to check our findings or, with your permission we may allow other researchers to use the anonymised information in research.

Further information and contact details

If you have any additional questions, please contact one of the research team at the University of Nottingham or Nottingham University Hospitals. You can contact the project administrator Kasia Kowalewska who will direct



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Local Letterhead to be added

you to the most appropriate person email:
katarzyna.kowalewska@[nottingham.ac.uk](mailto:katarzyna.kowalewska@nottingham.ac.uk) or the Chief Investigator
Professor Rowan Harwood by phone 0115 8230873, or on email:
rowan.harwood@nottingham.ac.uk.

Thank you for reading this and considering taking part in the study