ROWTATE: Multicentre Research Programme to Enhance Return To Work After Trauma – Interviews
EMPLOYER INFORMATION SHEET – INTERVIEWS

V2: Date 09.05.2023

We are inviting you to take part in two interviews as you are the employer of a serious injury survivor who is taking part in the ROWTATE study. The ROWTATE programme aims to help injured people return to work. Your employee has given us their consent to contact you. Before you decide if you want to take part, we want to tell you why we are doing this, how we will use the information you tell us, and what the interviews will involve.

Please read this information and discuss it with others if you like. Ask us if anything is unclear, or if you would like more information.

You can contact us on the telephone numbers below. Take time to decide whether or not you wish to take part.

How to contact us

If you have any questions about the study, you can contact

Principal Investigator
[To be added/deleted as appropriate for each participating site]

Name:

Name:

Researcher

Name <<add Name>>
Tel. Number: <<add Tel. number>>

Why are we doing research interviews?

The aim of the interviews is to find out how acceptable the ROWTATE programme is for you as an employer, and how well it fits with your organisation.

The interviews will take place when your employee has completed the ROWTATE programme and we are inviting up to 8 employers like you to take part in the study.

Do I have to take part?

Taking part is voluntary. You are free to withdraw at any time, without giving a reason or your legal rights being affected. If you withdraw, we will not collect any further information about you or from you, but we will keep information about you that we have already obtained.

What will happen to me if I take part?

If you agree to take part, the researcher will contact you to arrange a suitable time to interview you. This will take about half an hour. Interviews can be done in person or by ace telephone or video call via Cisco Webex at a time and place convenient for you. The interviews will be recorded using a Dictaphone/tape recorder. The researcher may also make notes during the interviews.

What are the possible benefits of taking part?

The information you provide during the interviews will help us to improve return to work programmes for seriously injured patients and their employers.

What are the possible disadvantages and risks of taking part?

We do not expect there are any disadvantages or risks to you. We will do our best to arrange the interview at a time to suit you.

Will my taking part in this study be kept confidential?

Yes. All the information about your participation in this study will be kept confidential.

Your personal information and the recording of your interviews will be securely stored and analysed by the University of Nottingham (which is leading the study) and [NHS site] on secure university and NHS networks, under the provisions of the Data Protection Act 2018 and the General Data Protection Regulation. Your name will not be passed to anyone outside the research team or the sponsor (Nottingham University Hospitals NHS Trust), who is not involved in the study. You will be given a study number, which will be used as a code to identify you on all study forms. All identifiable information will be kept in a locked cupboard in a locked office, and password protected file in a password protected PC and separate from study data.

All interview notes will be anonymised and be kept separate from information which could identify you (e.g. consent forms).

The information collected about you may also be shown to authorised people from Nottingham University Hospitals NHS Trust, the UK Regulatory Authority and Independent Ethics Committee; this is to ensure that the study is carried out to the highest possible scientific standards. All will have a duty of confidentiality to you as a research participant.

Use of your data in research

At the end of the study your personal data and research data will be securely transferred to Nottingham University Hospitals NHS Trust (sponsor) and a copy stored securely at the University of Nottingham. Your personal data (address, telephone number) will be kept for 12 months after the end of the study. All research data will be kept securely for at least 7 years after the end of the study and may be used in future research during that time if you have provided consent for this. After this time your data will be disposed of securely.

Your rights to access, change or move your information are limited, as we need to manage your information in specific ways in order for the research to be reliable and accurate. If you withdraw from the study, we will keep the information about you that we have already obtained. To safeguard your rights, we will use the minimum personally identifiable information possible.

[NHS site] will pass your name, contact details and information provided by you to the University of Nottingham and Nottingham University Hospitals NHS Trust. Only people who need to contact you about taking part in the study or to audit the data will have access to your information, You can find out more about how we use your information [https://www.nuh.nhs.uk/gdpr].

What will happen to the results of the study?
The results of the study will be published. We will provide the results to policy makers, those working in the NHS and employers to try and improve help for injured people to return to work.

A summary will be sent to everyone who took part in the study.

Future Research

If you have given consent for your data to be used in future research, only anonymised data would be used. Any use of your data in future research needs approval by investigators at the University of Nottingham, Nottingham University Hospitals NHS Trust and the National Institute for Health Research.

What will happen if there is a problem?

If you have a concern about the study, please speak with the researchers who will do their best to answer your questions. If you remain unhappy and wish to complain formally, you can do this through the NHS Complaints Procedure by emailing this address researchsponsor@nuh.nhs.uk or contacting the R&I department using this telephone number 0115 970 9049.

In the event that something does go wrong and you are harmed during the research study there are no special compensation arrangements. If you are harmed due to someone's negligence then you may have grounds for legal action for compensation but you may have to pay your legal costs. The normal National Health Service complaints mechanisms will still be available to you.

Thank you for taking the time to read this information.