Study Title: Implementation of a medicines management plan (MMP) to reduce medication-related harm (MRH) in older people post-hospital discharge: a randomised controlled trial

Participant Information sheet for Process Evaluation

IRAS ID: 305313

As a part of the study, we would like to invite you to participate in a short interview about your experience of implementing the medicines management plan. We already know that pharmacy interventions with older people increases safety but we would now like to investigate how the organising structures and the procedures in your particular context lead to the outcomes for older people. We would also like to ask you about the extent to which the study intervention might be sustained after the process of initial adoption during the study

Consent: You will be able to see the questions ahead of the interview and we will ask you to sign a consent form to agree to the interview findings being analysed and used in the study report and other publications but what you say will not be identifiable to you directly. No information about your responses will be shared directly with your organisation.

Confidentiality: The study will take place in four sites and typically different organisations will work slightly differently, we would like to reflect these differences in the outcomes and so we will mention the three organisations. However your participation is confidential and neither your name nor role designation will be identified in any form of reporting.

Data protection: If you consent to be part of the study, your information will be recorded on a paper data collection form. The form will be scannable for automatic transcription onto the electronic database. Data will be de-identified at transcription with each participant in the study, being allocated a Unique Patient Identifier Number (UPIN). The electronic data will be encrypted; the decryption key will only be available to direct members of the study team. The original identifiers will only be accessible through the hard copies. Hard copies will be stored in a secure location at the Research and Development Department at each centre, where it will be destroyed after a maximum of 3 years.

Interview process: The interview will take place on-line and a research assistant will ask you about your role, your participation in the study and your views about how the implementation of the new method has worked alongside your usual practices associated with medicines management and discharge. We would also like to know what you think is the likelihood of the new methods leading

to a change in practice in your organisation. We will ask you for permission to record the interview for the purpose of notation and then the recording will be deleted.

Analysis: After taking notes from the recordings, we will use a method called coding to identify common themes and ideas within the data. We would like to understand how the protocol has been implemented in each study site and the way that teams have worked together. If the adoption has worked out in the context of your organisation the reasons for this are important as are the barriers to wider implementation, particularly for scaling to other settings. We are looking at implementation at many levels and so we are speaking to commissioners as well as people delivering services.

Who is organizing and funding the research?

This study is sponsored by the University of Sussex. This study has been funded by Applied Research Collaboration Kent, Surrey, and Sussex (ARC KSS).

Who has approved this study?

The research study has been approved by the Sponsorship Committee at the University of Sussex. All research in the NHS is looked at by an independent group of people, called a Research Ethics Committee, to protect your interests. This study has been reviewed and given favourable opinion by XXX Research Ethics Committee.

Contact Details

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If you have any concerns about the way the research is being carried out, please contact the Research Governance Officer for the sponsor: Dr Antony Walsh, Research Governance Officer, University of Sussex. Tel: 01273 872748. Email: **researchsponsorship@sussex.ac.uk**

Thank you for taking the time to read this information leaflet and considering participating in this study.