

## **PARTICIPANT INFORMATION SHEET**

### **Moving On**

Hello, and thank you for taking the time to talk to us. We are researchers from Cardiff University and we would like to invite you to take part in a research trial. Before you decide, we want to tell you why the research is being done and what is involved if you do take part.

#### **WHAT IS THE PURPOSE OF THE STUDY?**

- You've been offered temporary accommodation by the local authority to prevent homelessness and limit the risk of COVID-19 infection.
- As lockdown comes to an end, you will be offered alternative accommodation. We would like to study whether settled or temporary accommodation reduces the risk of COVID-19 infection.
- We would also like to see how the type of accommodation you receive could help people to keep their accommodation and avoid future homelessness.
- To do this you will be provided with temporary or settled housing at random.
- We hope to use this research to make recommendations to the local authority and national government to help them make better housing and homelessness policies across the UK.
- Your participation is vital to working out the impact of type of housing on the risk of COVID-19 infection, so we really hope you will take part.

#### **WHO IS DOING THE STUDY?**

- This Randomised Control Trial has been funded by UK Research and Innovation.
- The research will be led by a team of researchers from Cardiff University with experience of undertaking this sort of research.

#### **WHY HAVE I BEEN ASKED TO TAKE PART?**

- You are currently homeless and being helped by the local authority
- Your local authority passed your contact details onto us.
- We would really like you to take part in this study.
- So you know everything you need to make a decision, please ask questions then consider whether you want to take part.
- We will ask you to confirm whether you want to take part over the telephone.

#### **WHAT IF I DO NOT WANT TO TAKE PART OR CHANGE MY MIND?**

- You will have time to ask questions and decide if you want to take part.
- If you wish to be part of the study, we'll ask you to confirm your consent over the telephone.
- Participation in this research is entirely voluntary and you do not have to take part.

- A decision not to take part won't affect your housing entitlement in any way, now or in the future.
- If you choose to take part in the study you can change your mind at any time without explanation.
- If you do decide to leave the trial, we'll keep any information you've provided up until the point you withdrew and include it in the final analysis.

### **WHAT WILL HAPPEN TO ME IF I WISH TO TAKE PART?**

- If you decide to take part, we'll take your consent and go through a questionnaire with you over the phone.
- You may refuse to answer questions without the need to give a reason.
- Once we've gone through these questions with you, you'll be randomly allocated to either continue in temporary accommodation for the usual amount of time, or receive a rapid offer of settled housing (such as Private Rented Sector or Social Housing).
- You may receive this type of housing whether you consent to the trial or not.
- We will then like to complete the questionnaire with you a further 3 times over the next year to see how you are. You may be asked questions about your health, housing, lifestyle and personal experiences.
- For your time and contribution to the study we would like to provide you with a voucher worth **£20 for each questionnaire** you take part in as a thank you for taking part.
- These questionnaires will take place over the phone and are likely to last no more than 20 minutes. We would like to audio-record the questionnaires. We will ask you for your name, email address and alternative telephone number so that we can contact you to find a suitable time to conduct these questionnaires. In the event that we are unable to contact you, for example your contact details change, we may request further information about you from your local authority so that we can reach you.
- Your answers to the questionnaire will be combined with the answers from other participants and analysed.

### **WILL MY DATA BE CONFIDENTIAL?**

- All data that we collect will be kept confidential. We may share some of the study data with other researchers both within the UK and outside of the UK but this will not identify you in any way
- The only time that we may need to tell someone else what is said in your questionnaire would be if something you say tells us that you or someone else maybe in immediate danger or risk of harm. Under these circumstances, we may need to call emergency services or report back to your Local Authority to ensure your safety. We will try to get your verbal consent for this where possible.

### **HOW WILL MY DATA BE LOOKED AFTER?**

- Cardiff University is responsible for looking after your information and using it properly in accordance with the General Data Protection Regulation (GDPR).
- Cardiff University will keep identifiable information about you for 15 years after the study has finished. Study data will be stored securely and only authorised staff on the research team and your local authority will be given access to your personal data.
- If you withdraw from the study, we will keep the information about you that we have already obtained. The legal basis we are relying upon to process your personal data is public task.
- You can find out more about how we use your information at:  
<https://www.cardiff.ac.uk/public-information/policies-and-procedures/data-protection>, by contacting the University's Data Protection Officer: [inforequest@cardiff.ac.uk](mailto:inforequest@cardiff.ac.uk)/ or in writing to: Data Protection Officer, Assurance Services, Cardiff University, Friary House, Greyfriars Road, Cardiff CF10 4AE.

### **ARE THERE ANY RISKS TO TAKING PART?**

- While some people find it helpful to talk about their experiences, you may find discussing these subjects upsetting or distressing. It is important to remember that you do not have to continue with the questionnaire if you don't want to and do not have to talk about anything you find uncomfortable or upsetting.
- We will send you a list of organisations after each questionnaire, so you have access to help and support, should you feel you need it. It is hoped that the study results will help to inform decisions about homelessness policies in the future.

### **LONGER TERM FOLLOW UP**

- After the study, we would like to see how the type of housing you receive impacts you and to check whether you have been unwell due to COVID-19.
- As we may be unable to contact you in future, we ask that information about you may be collected from data providers such as NHS digital (who hold information about your health), and your local authority (who can tell us more about whether your housing situation changes in the future).
- We will need to provide NHSD and your LA with details such as your name, NHS number, date of birth, postcode and gender so that they can find out this information.
- Any information that comes back to us will be combined with your study information but will not identify you by name. It will be treated as confidential and data will be securely stored.
- This information is very important to us as it may help us understand the impact of housing on people's lives and the economy and may help provide the evidence we need to support policy change.

### **QUALITATIVE INTERVIEW STUDY**

- A few participants in the trial will be asked by a member of the research team to discuss their experiences of allocated housing.
- If you agree, a researcher will give you some information about the additional study and what will be required. You will be given time to go through this and ask questions.
- If you are happy to take part you will be asked to sign a consent form to confirm that you understand this part of the study and agree to participate.
- If you do not take part this will not affect your involvement in the research or ongoing health care.

### **WHO HAS REVIEWED THIS STUDY?**

- The study has been approved by School of Geography and Planning ethics committee, Cardiff University.

### **WHO CAN I SPEAK TO ABOUT THE STUDY?**

Should you have any further questions or require further information about taking part you can contact (during normal working hours):

Moving On Trial Manager  
02922510475  
[movingon@cardiff.ac.uk](mailto:movingon@cardiff.ac.uk)

### **WHAT IF I AM UNHAPPY ABOUT AN ASPECT OF THE STUDY?**

If at any point, you are unhappy about the study and wish to speak to someone independent of the study team or make a complaint, you can contact Michael Robling, Director of Population Health in CTR on 02920 687177.

**[THANK YOU](#)**

### Moving on: Consent Form for Researcher Sign Off

The researcher conducting the questionnaire will read each of the consent form statements before the questionnaire takes place. We will ask you for your verbal consent after each statement.

Please **check box next to each statement** to indicate that each statement has been understood by each participant.

	Please initial
1. You understand the aim of the research and why you have been asked to take part.	
2. You have had the opportunity to ask any questions you have, and these have been answered satisfactorily.	
3. You understand that the questionnaire is confidential, but that the researcher would have to tell someone else if they found out about something that might put me or someone else in <b>danger</b> .	
4. You agree that my questionnaire will be audio-recorded.	
5. You understand that information about me (including names, address and phone number) will be held at Cardiff University and according to the General Data Protection Regulations (GDPR). You understand that this information will be kept strictly confidential and that no personal information will be used in the study report or other publications. Researchers from Cardiff University will use this information to contact me in the future to arrange and conduct study questionnaires.	
6. You understand that my data generated as part of this study may be shared with other researchers in the future and that this data will not identify you by name (this is called coded or pseudonymised data). Any future research using this data will be in the interest of public health and social care.	
7. You understand that you can end the questionnaire and withdraw from the study at any time without providing an explanation. You understand that if you withdraw or leave the study early, any data you have provided up until the point you leave will be included in the final analysis.	
8. You understand that the Cardiff University research team may approach your local authority for follow-up information about you.	

9. You agree for your full name, date of birth and NHS number to be shared with NHS Digital and other central UK NHS bodies so that information about your health-related records can be obtained by research team. You give permission for these individuals to have access to these records and for them to be used in this research on the understanding that all information will remain confidential.	
10. OPTIONAL: You agree for my personal details to be passed on to other routine data collectors so that the research team can obtain further information that will help us understand how the type of housing you receive will impact on your wellbeing and your use of local services.	
11. You agree to take part in this research study.	

\_\_\_\_\_  
Name of participant

\_\_\_\_\_  
Name of researcher taking consent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Electronic Signature

### **National Helplines and Resources**

Should you feel generally unwell or have symptoms of COVID-19, please follow national guidelines for seeking medical help. For urgent medical attention, please contact 999. For non-urgent medical advice, please contact 111.

If you need **further help or advice**, below are the details of several organisations that may be useful:

**CRISIS** work directly with thousands of homeless people every year, providing vital help so that people can rebuild their lives and are supported out of homelessness for good.

Website: <https://www.crisis.org.uk/about-us/>

**Shelter** helps millions of people every year struggling with bad housing or homelessness through our advice, support and legal services.

Free Support line number: 0800 800 4444

Website: <https://england.shelter.org.uk/>

**Victim Support** provide support for those who have been affected by any crime in England and Wales. They are independent of the police and anyone can contact them for support, regardless of whether the crime has been reported or how long ago it took place. They can offer immediate emotional support as well as helpful information and practical advice over the phone. If you contact their support line they can put you in touch with local teams who offer face-to-face support, as well as other organisations in your area.

Free Support line number: 0333 259 6584

Email: <https://www.victimsupport.org.uk/help-and-support/get-help/request-support>

Website: [www.victimsupport.org.uk](http://www.victimsupport.org.uk)

**Mind** is a charity that provides advice and support to people suffering with mental health issues. Website: <https://www.mind.org.uk/information-support/>

If you feel you need to talk with someone about your mental health, you may call one of the following helplines;

**The National Domestic Violence Helpline** is a Freephone 24-hour helpline which provides advice and support to women and can refer them to emergency accommodation. The National Domestic Violence Helpline is run in partnership between Refuge and Women's Aid. In addition to the helpline you can also look at the Refuge and Women's Aid websites for information and resources to help women experiencing domestic abuse:

Website: [www.refuge.org.uk](http://www.refuge.org.uk) and [www.womensaid.org.uk](http://www.womensaid.org.uk)

Helpline number: 0808 200 0247 (24 hours)

Email: [helpline@womensaid.org.uk](mailto:helpline@womensaid.org.uk) (you will receive a response within 3 working days)

Website: [www.nationaldomesticviolencehelpline.org.uk](http://www.nationaldomesticviolencehelpline.org.uk)