



Study title:
Safeguarding Adults for Empowerment (SAFE project)

WP3 (1): Interviews with social workers and advocates.
(IRAS ID: 329360).

What is the Purpose of the Study

This project aims to improve adult safeguarding by developing knowledge and understanding of this area. Adult safeguarding is work that is done to protect people's rights to live in safety, free from abuse and neglect. We will be exploring this by speaking with people who have experiences of adult safeguarding in different ways, for example, through practice or lived experience.

You are being invited to take part in this research study. Before you decide whether to participate, it is important for you to read this leaflet so you understand why the study is being carried out and what it will involve.

Reading this leaflet, discussing it with others, or asking any questions you might have will help you decide whether or not you would like to take part.

You can request an audio copy of this information sheet or to have it in a different language by contacting Keith Chappell (research associate):

Keith.chappell@sunderland.ac.uk

Tel: 07354 481606

Why have I been invited?

We are interested in talking to you if you are either a social worker or an advocate who has experience of adult safeguarding from a practice perspective. We are particularly interested in speaking with you if you have worked with people over the age of 65 in an adult safeguarding context and if this experience was after the implementation of the Care Act 2014.

Do I have to take part?

No. It is up to you whether you would like to take part in the study. I am giving you this information sheet to help you make that decision. If you do decide to take part, remember that

you can stop being involved in the study whenever you choose, without telling me why.

You are completely free to decide whether to take part, or to take part and then leave the study before completion. If you decide to take part and then change your mind you can let me know up to two weeks after your participation and I will remove your data from the study. After this point it may not be possible to identify and remove your data.

If you do not wish to take part then please disregard this information sheet. Please feel free to contact me to ask questions or have a chat about the research using the contact details provided below.

What will happen if I take part?

We are interested in exploring with you your role in adult safeguarding enquiries. If you decide to take part you will be invited to an interview where we will explore your role with you and ask you about your experience of working in this context.

If you are a social worker we will ask you about your understanding of Making Safeguarding Personal, your role within adult safeguarding, how you support people within an adult safeguarding context, how you make decisions and involve people in decisions, how you work with people who may lack capacity to make decisions, risk in adult safeguarding and your overall experiences.

If you are an advocate we will ask you about your role within adult safeguarding (including any challenges you experience in your involvement in adult safeguarding) and how you work with the person you are advocating with and for as part of adult safeguarding. We will also ask you about whether and how you work with and support their family members.

Before the interview there will be an opportunity for you to ask questions and we will establish together some rules for the time together (for example, around confidentiality or subjects you wish not to discuss). You will then be asked to sign a short form which indicates that you agree to take part in the research and you will be asked to complete a short survey which will capture your demographic information (e.g. age, ethnicity, gender, how long you have worked in your professional role etc).

There will be opportunities to take a break whenever you want to during the interview. Interviews will last approximately an hour and will be arranged at a time and location that is convenient for you. This can be face to face or via an online platform.

The researcher will make an audio recording and will take notes based on the conversations. They will ask your permission before doing so and these will not record any notes that would mean you could be identified.

It is also important that you understand that your involvement in the research is voluntary and that if you decide to take part you can change your mind without having to give a reason and without it affecting you professionally. If you wish to withdraw from the research you should contact us within two weeks of your interview taking place to let us know. After this point it might not be possible to identify and remove your anonymised data.

Everything that you say is confidential unless you tell us something that indicates that you or someone else is at risk of harm. This would be discussed with you before telling anyone else.

We may contact you after your participation to ask some follow up questions. If you would prefer us not to do this you can tell us during or after the interview using the contact details below. We will only contact you within six weeks of your participation to ask for additional information.

What are the possible disadvantages of taking part?

We understand that discussing this topic with us may be challenging on various levels. We will give you some information about services you can access for support, should you need this. You may also be able to access support through your employer – you can speak to occupational health, HR or your line manager to find out what support is available.

We would like to reassure you that you can opt out of the research at any time up until two weeks following your interview, by stopping the interview or by letting us know before or after the interview. Not taking part or deciding to withdraw from the project will not have any impact on your work – your involvement will be kept confidential and will not be shared with any colleagues.

We also understand that taking part in this research means that you are giving up your time to be involved and we appreciate you giving up the time to contribute to this important research.

What are the possible benefits of taking part?

By taking part in this study, you will be helping us to improve adult safeguarding to ensure that people are listened to and able to make decisions about what they need to be safe. Generating greater understanding of this area will help us to improve responses and services.

You may also be able to use your involvement in the research as part of your CPD. We can also share the findings of this research with you which may help you to develop your practice.

Will my taking part in this study be kept confidential and anonymous?

Yes. All of your personal information will be kept confidential, but things that you tell us in the interview will be shared via various means (detailed below). Any information that is shared in these ways, including any direct quotations from you, will be fully anonymised first. This means that you will not be identifiable from this information; your name will not be used in any of the information that is shared. Your name will also not be written on any of the data collected.

The written information will have a pseudonym, not your name. Your name will not be written on the notes taken, or on the typed-up versions of the interview. Nor will it appear in any documents or reports resulting from the study. The consent form you sign will be kept separately from your other data.

How will my data be stored, and how long will it be stored for?

Your consent forms and any other paper data will be digitised where possible and stored on the university drive which is password protected. Any paper documents will be kept in a locked cupboard in a restricted access room. Recordings and transcripts of the interview will be kept securely on the university system and will be password protected and anonymised.

Any electronic data will be stored in the university drive, which is password protected. All data will be stored in accordance with university guidelines and General Data Protection Regulations (GDPR). All personal data will be deleted 6 weeks after you have taken part in this interview, unless you have given us separate permission to keep your contact information for a later event (in which case it will be deleted 6 weeks after that event).

What categories of personal data will be collected and processed in this study?

We will collect some key demographic information which will be collected and stored anonymously. We will also collect your name on the consent forms. This will be stored separately from your anonymised data. If you wish to receive information about the findings of the research then I will also need to collect your contact details. There will be a space on the consent form to request this information and to provide your details. This information will be stored as detailed above.

What is the legal basis for processing personal data?

The legal basis for processing personal data required for the purposes of this study is Article 6(1) of GDPR, processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested the controller.

Who are the recipients or categories of recipients of personal data, if any?

Only the research team will be working with your identifying personal data. Anonymised personal data (e.g. age, gender, ethnicity) will be shared as detailed below.

What will happen to the results of the study and could personal data collected be used in future research?

The anonymised general findings (including recordings and transcripts) from this research may be reported in a scientific journal, presented at a research conference and shared with the research funder. It may also be used in teaching, shared on social media, or used in other ways, such as included in blog posts or stored in a data archive. A later stage of this study will involve focus groups with social workers and we plan to use the anonymised information gained with you to inform that part of the study. This will be used to help form the questions used and to develop guidance for practitioners. We will also use anonymised findings from this research at a co-production event towards the end of the study. You are welcome to attend this event – please speak to one of the research team to book a place and find out more.

However, the data will be anonymised and you or the data you have provided will not be personally identifiable. The anonymised findings may also be shared with other

organisations/institutions that would benefit from the study findings. We can provide you with a summary of the findings from the study if you tick the appropriate box on the consent form and provide your contact details.

We are collaborating with the organisation Made by Mortals who create audio and video productions based on lived experiences. The stories they tell are inspired by real life stories but do not contain details of individual's lives. We plan to share the anonymous information gained through this study with them to help us produce an audio story, told by actors, that will help people such as social workers and policy makers understand more clearly the experiences of older people. No audio or video recordings of you, or photographs of you, will be used.

Who is Organising the Study and who is part of the research team?

This study is being led by a team from the University of Sunderland.

- Dr. Sarah Lonbay (Associate Professor at the University of Sunderland) is organising the study.

The other members of the research team are:

- Dr. Keith Chappell (University of Sunderland)
- Dr. Carole Southall (Northumbria University)
- Jamie Scorer (University of Sunderland)
- Martin Wilkes (University of Sunderland)
- Ileene Byrne (University of Sunderland)
- Claire Nixon (Newcastle City Council)
- James Babyk-Glynn (Oldham Council)
- Professor Toby Brandon (Northumbria University)

Interviews will be carried out by Dr Keith Chappell. At times he may also be supported by another member of the team.

This project has been funded by the NIHR Research for Patient Benefit (Research for Social Care call): NIHR205704.

Who has reviewed this study?

The study has been approved by the Health Research Authority research ethics committee (IRAS ID: 329360). The study has also been reviewed and approved by the University of Sunderland Research Ethics Group (ethics reference number: 027527).

What are my rights as a participant in this study?

You have the following rights as a participant within this study:

- a right of access to a copy of the information comprised in your personal data (to do so you should submit a [Subject Access Request](#));
- a right in certain circumstances to have inaccurate personal data rectified;

- and a right to object to decisions being taken by automated means.
- If you are dissatisfied with the University's processing of personal data, you have the right to complain to the Information Commissioner's Office. For more information see [the ICO website](#).

What should I do if I need support?

If taking part in the study raises any issues that you feel you need support or guidance with you can contact one of the organisations listed at the end of this information sheet. Members of the team are also available to talk with and you can call or email us using the details below, we will try to guide you to the best support for you.

If you share with us information that indicates that there is a significant risk of harm to you or someone else, we may have to share that information with relevant people who can help, such as social services or the police. We will discuss this with you first before we share the information with anyone else and help you to share it yourself with these organisations if you would prefer.

What should I do if I want to take part?

If you would like to participate in the study then please contact Sarah or Keith using the details below.

Please also feel free to get in touch if you have any questions or would like to chat about the study.

Contacts for further information and to take part:

For more information about the project, or to take part, contact:

Dr Keith Chappell

Email: Keith.Chappell@sunderland.ac.uk . Tel: 07354 481606

You can also contact Dr. Sarah Lonbay (Principal Investigator) for more information about the project:

Email: Sarah.Lonbay@Sunderland.ac.uk / Tel: 0191 5252153/ M: 07811770678

Link to profile: <https://www.sunderland.ac.uk/about/staff/social-sciences/sarahlonbay/>

If you have any concerns about the conduct of this study, please contact Dr Matt Campbell (Chair of the University of Sunderland Research Ethics Group, University of Sunderland): Email: Matthew.Campbell@sunderland.ac.uk

If you feel that you would like support with any issues you may find some of the links and numbers below helpful:

National Domestic Abuse Helpline: 0808 2000 247 or www.nationaldahelpline.org.uk

Adult Safeguarding, Newcastle City Council: 0191 278 8377

Adult Safeguarding, Oldham Council: 0161 770 7777

(In an emergency or if you think someone is in danger call 999 and speak to the police.)

For support on a wider range of issues you can find a number of services here:

Hub of Hope www.hubofhope.co.uk (this website will provide links to services available in your area)