

PARTICIPANT INFORMATION

Version 2.0 dated 30/09/2024



Thank you for coming along to our tool launch event. It would be helpful to the UCAN project team if you could take part in our evaluation survey.



Dale is the UCAN project leader. He will be able to answer any questions you have about the evaluation. You can get in touch with Dale by using his email address d.nixon@keele.ac.uk or by telephone on 01782 733265.

Would you like to take part in the UCAN project?



We think it is important to talk to people with a learning disability about their lives. It is important that people with a learning disability can easily access urgent and emergency care services such as 999 or the doctor during the night-time.



Taking part is your choice. We want to tell you more about the UCAN project evaluation. We want you to understand what you will be asked to do.



If you have a question or are unsure about taking part, you can contact Dale. You can get in touch with Dale by using his email address d.nixon@keele.ac.uk or by telephone on 01782 733265



Talking to other people can help you decide about taking part in the UCAN project.



All about the project

The UCAN project will help people with a learning disability. It will help people to access urgent and emergency care services such as 999 or the doctor during the night-time.



People with a learning disability are more likely to suffer poor health. When you are unwell it can be difficult to get help.



We are looking for people to take part in our evaluation survey. If you came to our tool launch event, you can take part. Taking part will take some of your time. It should take no longer than 10 minutes.

All about taking part

Why are we doing the project?

The UCAN project has worked together with people with a learning disability. Together we have created (co-produced) a tool. A tool is a way to make things easier.



We believe that the new tool will help to make it easier to get access to urgent and emergency care such as 999 or the doctor during the night-time.



Why is an evaluation needed?

We need to make sure (evaluate) our project has worked well. After our tool launch event we will ask questions to the people who came along. We need to ask them what they think about the project and the new tool. It will help us understand how well our project has worked.



Why have I been asked to take part?

We are looking for people to take part in our evaluation survey. If you came to our tool launch event, you can take part.

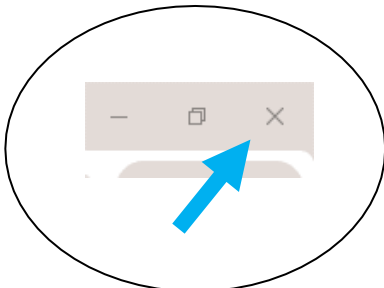


Do I have to take part?

No. Taking part is your choice. It is up to you to decide.



If you want to take part, you will be asked to say that you agree (consent). You can give your consent digitally using your computer, tablet or phone.



You can stop taking part (withdraw) at any time before pressing the submit button. To stop taking part you will need to close your internet browser window or tab.



What will happen to me if I take part?

You will also be asked to say what you think about the UCAN project. We will ask you some questions about what the project has done and about how it was done.



You will be asked to look at the new tool and say what you think. We want to make sure that the new tool will help people with a learning disability.



We will ask you if you think that the new tool will make it easier to get access to urgent and emergency care such as 999 or the doctor during the night-time.

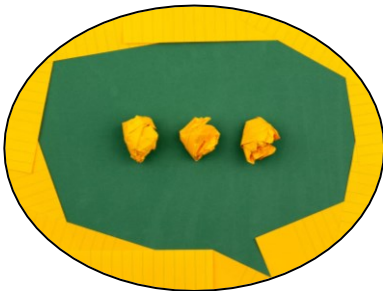


Taking part will take some of your time. It should take no longer than 10 minutes.



Expenses and payments

If you take part, you can choose to take part in the prize draw. The winner of the prize draw will be sent a £50 voucher.



What data will be collected?

We want to collect important information (data).
When you take part, we will ask you some questions.



We will use both open and closed questions. An open question lets you think of an answer. A closed question asks you to choose from a list of answers.



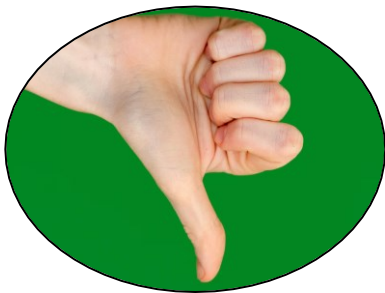
We will ask you questions about the UCAN project and the new tool. We will collect your answers to the questions.



You can take part without telling us who you are (anonymously).



If you choose to take part in the prize draw, we will ask you for your name and email address or phone number (contact details). This is so that we can get in touch if you are the winner.



Are there any negatives to taking part?

We do not think there will be any negatives to taking part in the evaluation survey.



What good things might happen if I take part?

With your help, we can check if our project has worked well. We can see if the new tool helps people with a learning disability.

Confidentiality and Withdrawal

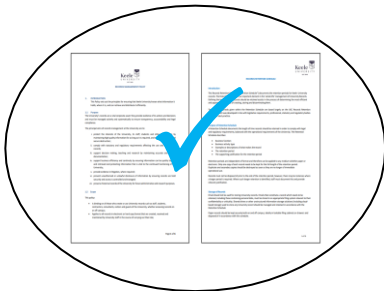
Will my information (data) be kept safe (confidential)?



We will only ask you for your name and email address or phone number (contact details) if you choose to take part in the prize draw. You do not have to take part in the prize draw.



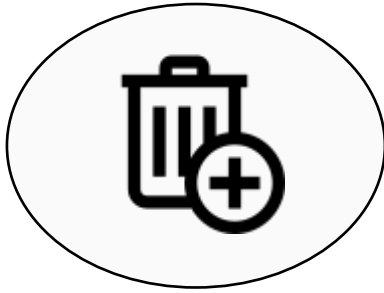
You can take part in the evaluation survey without telling us who you are (anonymously). We will not ask you for any other personal information (data).



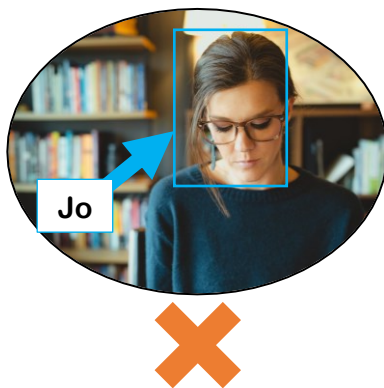
All important information (data) will be kept safe. Keele University has rules that we must follow. These are called the data [retention schedule](#) and [policy](#).



All important information (data) will be safe (stored securely). Data will be stored in the Keele University digital space for keeping data. This also known as a cloud space. Keele University uses Microsoft Forms, Teams and OneDrive cloud spaces.



When it is no longer needed the information (data) will be securely destroyed. This means that no one will be able to use it anymore.



The prize draw entry information (data) which would let other people know who you are (identify you) will not be shared. We will not share it with anyone outside the project team unless you agree.



The prize winner will be chosen by chance. We will use a random number generator to choose the winner.



Anonymous information (data) will be shared. Anonymous data does not let other people know who you are (identify you).



Anonymous information (data) will be included in project reports. It will be included in an academic journal article. It could be presented at a conference.

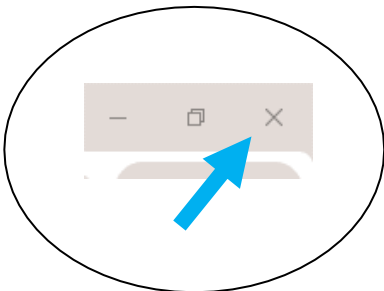


It could also be shared with the RCN Foundation. The RCN Foundation is the funder of the UCAN project.

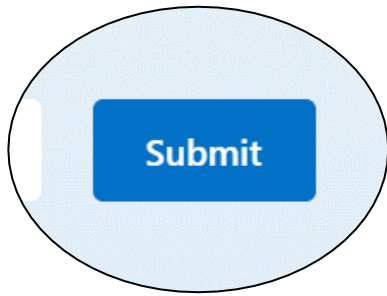


What if I want to stop taking part?

You do not have to say why you want to stop taking part.



You can stop taking part at any time before pressing the submit button. To stop taking part you will need to close your internet browser window or tab.



You will not be able to stop taking part after pressing the submit button.

Further Information and Contacts

What if I have a problem?



If you have a question or are unhappy about taking part, you can contact Dale. You can get in touch with Dale by using his email address d.nixon@keele.ac.uk or by telephone on 01782 733265.



If you are still unhappy you can contact the Faculty of Medicine and Health Sciences Research Ethics Committee. You can get in touch with them by using their email address health.ethics@keele.ac.uk. Mention 'Project 0921' in the email.

Who is funding the project?



The [RCN Foundation](#) is the funder of the UCAN project. This means they have given some money to make the project happen. The RCN Foundation is a charity. They support nurses to improve health and wellbeing.



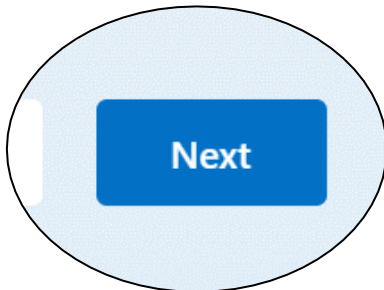
Who has checked (reviewed) the project?

This project has been checked (reviewed) by the Faculty of Medicine and Health Sciences Faculty Research Ethics Committee at Keele University. They check to make sure that the project team will take care of everyone who takes part in the project.

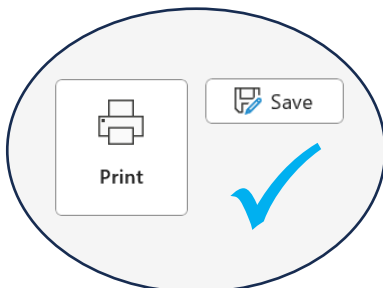


Thank you

Thank you for reading this information. Thank you for thinking about taking part in the UCAN project.



If you want to take part, you will need to say that you agree (consent). You will be asked to give your consent digitally on the next page.



To save a copy of this information you can right click to print or save.