

PARTICIPANT INFORMATION

Version 2.0 dated 30/09/2024

Thank you for attending our tool launch event.

We would appreciate it if you could answer some evaluation questions.

Email Dale Nixon if you have any questions about the UCAN project evaluation:

d.nixon@keele.ac.uk.

1. Invitation

We would like to invite you to take part in the UCAN project evaluation survey. Taking part is voluntary (your choice). Before you decide, we would like to tell you more about the project and what you will be asked to do. The following information will help you decide if you would like to take part. It should answer any questions you have, but if not, you can email or call project lead Dale Nixon on 01782 733265. Please feel free to talk to others about taking part in the UCAN project.

2. Project Summary

The UCAN project seeks to support people with a learning disability to access urgent and emergency care. This is important because in times of ill health it can be difficult to do this. People with a learning disability are more likely to experience poor health. We are inviting those who attended our tool launch event to take part in our evaluation. Taking part in the evaluation survey will take 5-10 minutes of your time.

Facts about taking part

3. What is the purpose of the project and the evaluation?

The UCAN project has co-produced a tool (a way to make it easier) to help people with a learning disability get access to urgent and emergency care. We need people who attended the tool launch event to give feedback to enable us to reflect upon the project as a whole.

4. Why have I been invited?

We are inviting those who attended our tool launch event to take part in our evaluation.

5. Do I have to take part?

Taking part in the evaluation is entirely your choice. It is up to you to decide whether or not to take part. If you agree to take part in the evaluation survey, you will be asked to digitally consent. You may withdraw (stop taking part) before pressing the submit button by closing your browser window or tab.

6. What will happen to me if I take part?

Taking part will help us to evaluate the UCAN project. You will be asked to give feedback on the new tool that has been co-produced as part of the project. You will also be asked to comment on the project as a whole. This will take 5-10 minutes of your time.

7. Expenses and payments

There is no reimbursement (payment) for your time. However, you can opt to take part in the prize draw for a chance to win a £50 voucher.

8. What data will be collected?

We will collect your anonymous answers to open and closed questions about the new co-produced tool and the UCAN project as a whole.

If you opt to take part in the prize draw, we will ask you to provide your name and email address or phone number so that we can get in touch if you win.

9. What are the possible disadvantages of taking part?

We do not anticipate any disadvantages from taking part in the evaluation.

10. What are the possible benefits of taking part?

You may not receive any direct personal benefits from participating, but those using the new tool will benefit from your input to the evaluation.

Confidentiality and Withdrawal

11. Will my data be kept confidential?

Limited personal information (contact details) will be collected from evaluation survey participants who opt into the prize draw. You do not have to take part in the prize draw and can just take part in the anonymous evaluation if you wish.

Data, including personal information, will be held in line with the Keele University [retention schedules](#) and [policy](#). All data will be stored securely in the Keele University cloud storage (Microsoft Forms, Teams or OneDrive). When it is no longer required, the data will be securely destroyed.

The prize draw entry data (which would identify you) will not be shared with anyone outside the project team unless you agree. The prize winner will be chosen at random (using a random number generator) by an independent professional.

Anonymous data (which does not identify you) will be presented at academic conferences, used in project reports and published in academic journals. It could also be made available to the funder of the project.

12. What will happen if I don't want to carry on?

You do not have to give a reason to stop taking part in the evaluation. You can stop taking part in the evaluation survey before pressing the submit button by closing your browser window or tab. Please note that it will not be possible to withdraw your data after submission.

Further Information and Contacts

13. What if there is a problem?

If you have a query, concern or complaint about any aspect of this project, in the first instance you should contact Dale Nixon (d.nixon@keele.ac.uk). If your concern is not resolved by the project team, you should contact the Faculty of Medicine and Health Sciences Research Ethics Committee (health.ethics@keele.ac.uk) quoting project reference 0921.

14. Who is funding the project?

This project is being funded by the [RCN Foundation](#). The RCN Foundation is an independent charity who support nurses to improve the health and wellbeing of the public.

15. Who has reviewed the project?

Projects involving people are reviewed by an ethics committee. They make sure that the project team will take care of everyone who takes part in the project. The UCAN project has been reviewed by the Keele University Faculty of Medicine and Health Sciences Faculty Research Ethics Committee (Project Reference: 0921).

Thank you

Thank you for taking time to read this information and for considering taking part in the UCAN project. If you do agree to take part your consent will be confirmed digitally on the next page. To save a copy of this information you can right click to print or save.