**Co-Creating a Healthier NHS**

Participant Information Sheet

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Thank you for taking the time to read this document. The purpose of this information sheet is to tell you about the research project, why it is being conducted, and what is expected of you. Therefore please read through the following information carefully and ask Dr Ravalier (see above for contact details) if you have any questions. You can then make an informed choice as to whether or not to take part in the project.

**What is the Purpose of the Study?**

Stress in the workplace has the potential to negatively influence the health and wellbeing of employees. Therefore stress management interventions designed to reduce this stress which are evidence-based are highly sought after, but generally do not have a sound evidence base. The purpose of this survey is therefore as follows:

1. To identify the main workplace stressors that you are exposed to at work.
2. To investigate whether these workplace stressors influence the wellbeing and perceived stress of your Trust.
3. To investigate the levels of employee engagement in your Trust,

The ultimate objective of this project, which is formed of a staff survey, these interviews, and group discussions, is to develop a wellbeing toolkit for your organisation. This toolkit will then be turned in a smartphone app which will be made available for all staff in your Trust.

*Therefore we are asking you to complete a survey – which will take approximately 10-15 minutes to complete.*

**Why Have I Been Asked to Take Part?**

Simply because you are an employee of [**NAME OF TRUST**]. This project places a distinct importance on listening to the perspective of employees, rather than being a top-down management-led approach. Therefore your answers on these matters is really important.

**Do I Have to Take Part?**

No – your participation is completely voluntary. All we ask is that you are aged at least 18 years of age and work for [**NAME OF TRUST**]. If you agree to take part you are free to withdraw from the study at any time, without reason. Not taking part (or, indeed, withdrawing) will have no influence on you or your job. In order to withdraw from the study simply close your web browser, and your responses will be deleted. However, because the survey is completely anonymous, once you have completed the survey we will not be able to remove your data.

**What Will Happen If I Take Part?**

You will be asked to complete the survey. Approximately 1 month following the collector closing we will provide a full report to management in your Trust of the results, with a short form of this report then being made available to staff on your intranet. As above the survey is completely anonymous and confidential – we do not ask for any personally identifiable information. The data will be held securely and accessed only by the research team (Dr Ravalier and [**NAME OF RESEARCH ASSISTANT**]) before being analysed by Dr Ravalier.

**Costs to You**

There are no costs to you other than your time. Your organisation has also agreed that you can undertake this interview during work time, although you should do so at an appropriate time in a place which ensures your anonymity and confidentially of response. However, we are offering a prize draw of one of 5 £20 ‘lovetoshop’ high street shopping vouchers for those who complete the survey. In order to maintain anonymity and confidentiality, we ask that you take a screenshot of the final confirmation page and send to [**DEDICATED EMAIL ADDRESS TO BE SET UP IN HERE**]. More details are available on this last page.

**Benefits of Taking Part**

The end goal of the project is to use your answers at least in part to help design a stress management toolkit for employees in [**NAME OF TRUST**]. Therefore your experiences and opinions will form a key component of this toolkit, and help to evaluate whether the strengths and weaknesses of the toolkit at the end of the project. You would therefore be contributing to improving the working lives of both yourself and your colleagues.

**Risks of Taking Part**

We don’t anticipate that there are going to be any negative effects from taking part in any part of the project. However, we are talking about stress and the effects that stress in the workplace can have, which we anticipate is a difficult topic for many – if you feel that you may be negatively affected by this topic then we please ask that you do not take part. However, if for any reason you feel that you are becoming uncomfortable during the survey please stop and contact Dr Ravalier. We will then direct you to the most appropriate sources of support.

If you have any issues or complaints about the project, you can speak to the Principle Investigator, Dr Jermaine Ravalier (contact details above), who will answer any concerns you have. It is worth reiterating here that the process will be completely anonymous and confidential.

**After the Project**

The survey collector will be closed 2-3 weeks after opening, with statistical analyses conducted by Dr Ravalier and a full report provided to management in your Trust. A shorter version of this report will then be made available to all staff. Following this survey a series of individual interviews and focus group discussions will be conducted, and the toolkit developed and turned into a smartphone app. The overall project (which consists of surveys, interviews, and focus groups) will be published academically, with a copy of this publication available to any participant who requests it.

\*This study has been reviewed by a team at Bath Spa University, the Economic and Social Research Council (who funded the project), and both the research team and management in [**name of Trust**].

*If you require advice about, or are worried about, the topics covered in this work, you may wish to discuss with the following bodies:*

[**removed for anonymity**]

MIND – information and support for better mental health  
Website: https://mind.org.uk/

**IF YOU ARE HAPPY TO TAKE PART IN THIS SURVEY, PLEASE INDICATE THAT YOU HAVE READ AND UNDERSTOOD THIS INFORMATION SHEET BY TICKING THE FOLLOWING BOX, AFTER WHICH YOU MAY CONTINUE WITH THE SURVEY**

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