**Information Sheet**

**(Final version 2.0: 16.11.20)**

**Accessing healthcare during COVID-19**

# The University of Lincoln and Revolving Doors Agency are doing research about probation and health services’ response to COVID-19. We want to learn about:

# How it affects people on probation trying to manage or improve their health

# People’s experience of working with probation or health services to improve their health during the pandemic

# What accessing healthcare has been like during COVID-19

# This research is independent of the NHS and probation. However, they should take our findings on-board.

# We want to know where have there have been good changes that we should keep in the future. Also, where there have been bad changes that we should avoid in the future.

# Taking part is up to you. It involves doing an interview with someone from the University of Lincoln or Revolving Doors Agency. The interview would be by phone or through a video call (like Skype or Microsoft Teams). It depends what you prefer. After we have some draft findings, we can call you again to share them with you if you want. It is up to you if you want us to do this. You can tell us if you think we have misunderstood anything at this point.

# Before you decide whether to take part, please read this sheet carefully. Someone from probation can read it with you if you want. Discuss it with others if you want to. You can also contact the research lead, Coral Sirdifield, if you have any questions (contact details at the end of this sheet).

# Why are we doing this research?

COVID-19 changed how probation and healthcare staff work. It changed how people get healthcare. We want to learn how this affected people under probation supervision. We want to learn about your experience. What changed from probation and other healthcare services? Where have there been good changes that we should keep? Where have there been bad changes that we should avoid in the future if possible, to help improve services.

# Why me?

You have been asked to take part because you were on probation in the pandemic and someone working at probation thought that you might want to take part. Probation are telling people about the research, but they are not doing the research.

# Do I have to take part?

It is up to you if you want to take part. If you don’t want to, just say no. Your decision either way will not affect your probation. You can also decide to no longer take part at any point, without giving a reason.

# What will happen if I take part?

You just need to complete and return the consent form. Then we will arrange to do an interview. The contact details on the consent form will only be used to contact you about an interview. The interview will be by phone or using Skype or Microsoft Teams. On the consent form please tell us what you prefer. Someone from Revolving Doors Agency or the University of Lincoln will ask you questions about your experience during the pandemic. Some people in the research team have been on probation in the past. The interview should not last for more than an hour and a half. It will probably last for less than this.

You do not need to tell us anything too personal. Just tell us things that you think are important.

We will record the interview, and type out what was said afterwards. We will delete the recording after typing out what you have said. We will not use your name. We will replace it with a different name or a number. We might use direct quotes, but people will not know which answers were yours. We won’t use any information that could identify you (like where you are from), so taking part will be confidential.

# What are the risks and benefits of taking part?

The benefits are that you are helping the NHS and probation to:

* Understand how things are for people trying to manage or improve their health in the pandemic
* Plan for the future to try to keep things that work well, and avoid things that have not worked well.

We do not think there are any real risks to taking part. You do not need to tell us anything too personal or upsetting. You can choose not to answer a question or end the interview, without giving a reason. If you do get upset then you can take a break. We can also put you in touch with the Samaritans if you wish. We don’t think this is very likely to happen though. You will also receive information about health services along with this information sheet.

# Will people know that I’m taking part?

We will follow ethical and legal practice. All information about you will be handled in confidence. We will replace your name when we type out the interview. People that were not at the interview should not know which answers were yours.

If you say something which we feel puts you or anyone else at any risk, we will have to tell probation. This will still happen if you withdraw. Examples are:

* Feeling suicidal
* Wanting to harm yourself or someone else
* Plans to offend again

**Privacy notice**

The University of Lincoln is the lead organisation for this study. It is the data controller for this study. This means that we are responsible for looking after your information and using it properly. The university’s Research Participant Privacy Notice <https://ethics.lincoln.ac.uk/research-privacy-notice/> explains how we will be using information from you in this study.

# What will happen if I don’t want to carry on with the research?

Taking part is voluntary. You are free to withdraw at any time, without giving any reason, and without your legal rights being affected. As your participation is anonymous it will not be possible to withdraw your data after you have done the interview.

**Where will my data be stored?**

The data will be stored securely in restricted access folders at the University of Lincoln and Revolving Doors Agency. This includes on OneDrive. Only the research team, which includes staff from these agencies and peer researchers in the research team, will have access to it. Revolving Doors Agency is a charity that works closely with people with lived experience to do research that aims to make the revolving door of personal crisis and crime avoidable and escapable. You can find more information about them here: http://www.revolving-doors.org.uk/.

The data may be put in an Open Access repository for use in future studies. This will not contain your name or personal data that would allow someone to identify your answers.

# What will happen to the results of the research?

The research will be written up as journal articles, and a final project report that will be shared with probation and the NHS. Results may also be shared in other ways like presentations, blogs, and by social media. It will not be possible to tell who has taken part in these reports and presentations. You can check <https://probation-and-covid19.blogs.lincoln.ac.uk> for information about the results and where they are published.

# Who is organising and funding the research?

This research organised by the University of Lincoln. It is being funded by UKRI.

# Who has reviewed the study?

An independent group of people, called a Research Ethics Committee. This is to protect your interests.

# What if there is a problem?

If you have a concern about any part of this study, ask to speak to the researchers. They will do their best to answer your questions. The lead researcher’s contact details are given at the end of this information sheet. If you remain unhappy and wish to complain formally, contact ethics@lincoln.ac.uk.

If you feel that we have let you down in relation to your information rights then please contact the Information Compliance team on compliance@lincoln.ac.uk or at Information Compliance, Secretariat, University of Lincoln, Brayford Pool, Lincoln, LN6 7TS.

You can also complain directly to the Information Commissioner’s Office (ICO). The ICO is the independent authority upholding information rights for the UK. Their website is ico.org.uk and their telephone helpline number is 0303 123 1113.

# Further information and contact details

Dr Coral Sirdifield, csirdifield@lincoln.ac.uk