

# Documents to support data set and book project: *Qualitative Researcher Journeys*

## Documents to support admin and analysis

### Research protocol

#### Record of participants.

What info will we collect and how will it be stored? We will need some statement on data storage, and data being held electronically as well as personal data record

#### Call for participants

Do we need different types? Should it be short form that takes them to the Quirkos webpage? I think this is a good idea.

#### Example call

<https://www.rluk.ac.uk/rluk-calls-for-participants-in-major-research/> I think it is rather long and a bit repetitive, but otherwise clear and direct.

#### Information sheet

Information that constitutes 'informed'

#### P13 of BPS Code of Human Research Ethics

The aim(s) of the project. The type(s) of data to be collected. The method(s) of collecting data. Confidentiality and anonymity conditions associated with the data including any exceptions to confidentiality, for example, with respect to potential disclosures. Compliance with the Data Protection Act (2018). The time commitment expected from participants. The right to decline to offer any particular information requested by the researcher. The opportunity to withdraw from the study at any time with no adverse consequences. The opportunity to have any supplied data destroyed on request (up to a specified date). Details of any risks associated with participation. If appropriate, a statement that recompense for out of pocket expenses and payment for time and inconvenience associated with participation will be given, normally without specifying the amount or nature of such payment beyond the reimbursement of incurred expenses such as travel costs. The name and contact details of the Principal Investigator. The name and contact details of another person who can receive enquiries about any matters which cannot be satisfactorily resolved with the Principal Investigator. Details of any insurance indemnity for the research. Any debriefing that is planned. How the data will be owned, stored and used, and future uses including in open datasets. A privacy notice. Planned outcomes and potential benefits of the research. How the results of the research will be made available to participants.

#### Identifying Risk and proportionality

P14 Sic

1. Identify the risks
2. Establish the potential harms and persons potentially affected
3. Evaluate the scale of risks and develop control measures
4. Document the findings in a protocol
5. Assess effectiveness by considering a) the magnitude of the potential harms and b) the likelihood of them happening, then modify as necessary

Risk Likelihood Mitigation Action protocol

Incentives and rewards

Renewal of consent

Confidentiality

Project risks, should advice giving be covered here?

Participant risks

There is no deception

Linking of data sets. There will be no cyber background traces to be cross-linked or interrogated as it is the transcripts that will be released not the recordings. There is no additional risk to the participants, such as quotes linked to other forums, beyond none digital methods.

Is there a risk of identification because of the stories that they frequently share with students, and what is that risk? And is that something they will have to be the owners of, rather than us controlling it?

Data anonymisation....

As we will be gathering stories, there is much context from which to identify participants. Dates will be avoided, and named individuals, places, organisations and projects will either be changed or redacted. Other identifying characteristics will be specifically noted as they are encountered. Consider this point as the reason for returning the transcript to the participants. I can think of no reason not to let them see the transcript, however without a good reason to look, any claims around verification lack credibility.

Risk to integrity of the research

## Consent forms

SRA questions based:

Consent can be counted as informed when potential participants are supplied with enough information for you to assume that they understand what participation entails:

- Who is conducting the research
- Who is funding it
- Its purpose
- Who will use the data and for what

- What participation will entail for them (for example, a 45-minute in-depth interview on their health; completing a short questionnaire; being recorded or filmed)
- Who will have access to their personal data

In extra-ordinary circumstances, other staff under the specific direction of project lead.

- What risks to them (if any) could be reasonably seen as arising from participation
- Anything else which could be important for helping them decide about participation

SRA Ethics Guidance p5 and 12

## Statement of ethics as compared with an ethics review application

P28 BPS Code HRE, Section 12 on Independent Researchers

“Minimal risk projects may be considered to not require a formal ethics review. Minimal risk projects may be considered to not require a formal ethics review. However, establishing that a particular project is indeed minimal risk depends on having carried out a thorough risk assessment.”

This research is carried out in line with the BPS *Statement on ethics review and independent research with human participants*

I personally like the principles-based approach of the BPS. (i) Respect; (ii) Competence; (iii) Responsibility; (iv) Integrity.

1. Respect for the Autonomy, Privacy and Dignity of Individuals and Communities
2. Scientific Integrity
3. Social Responsibility
4. Maximising Benefits and Minimising Harm

### **These principles extend to the BPS Ethics Guidelines for Internet-mediated Research.**

Our considerations at first glance are limited to the route chosen. They will have a choice and we will use our own accounts, so the risk is potentially to us, unless we use Quirkos Skype as preference. Otherwise we can use randomly generated access codes rather than personal links and ensure settings require approval for access.

Respect for the participants – audio only?

The interviews will be recorded and transcribed

On balance it is considered that the research in Cyber-mediated Research; CMR rather than IMR as conceived by the BPS, where there is a focus on 2 areas.

Content that is published and examined for research purposes after the event. E.g blog, vlogs and web-pages and forums.

Engagement with web mediated platforms designed for asynchronous engagement falling broadly under the category of social media. Whilst Zoom, Skype and WhatsApp are considered by some as social media, we are treating them more as a bilateral channel only with functions limited to that of a phone. Why not use the telephone then? It is felt that cyber-mediated communication is the norm in this Covid-affected world. It also facilitates global engagement as telephone calls are expensive whilst cyber methods are cheap or free. However, the option for using the telephone will given.

Private location with no one else present for the interviewer.

How will participants be debriefed? I think this not appropriate but follow-up and release of the entire data set to all participants acts in that capacity.

The robust nature of the literature review and the inclusion of risks to the projects and explication of methods and outlining of methodology are examples of credible efforts to sustain the integrity of this research.

### Interview summary forms

These will be basic but form part of reflexive process, as well as being a practical tool to aid memory. Include section on requests for advice and subsequent advice or signposting given.

### Transcription protocol

It is agreed that the approach will be narrative. However simple, we need an agreed format for the transcription. E.g. speech that is muttered but intelligible, compared with unintelligible. We may not need this exact example and we can not plan for every eventuality but there should be some basics to guide.

## Documents to support publication

### Methodology chapter/section

Research aims

Methodology related to the lived experience and potential identities as a qualitative researcher

Data gathering approach

Research question and sub questions