



Service Manager Participant Information Sheet

Participation in the process evaluation of the E-SEE project

You are being invited to take part in an interview for the process evaluation of the Enhancing Social-Emotional Health and Wellbeing in the Early Years (E-SEE) project. This information sheet outlines the research and how you can be involved. Please read the information before deciding whether or not to take part.

Why have I been invited to take part?

We are inviting you to take part in an interview as you are a service manager in an organisation involved in the delivery of the Incredible Years (IY) Baby and Toddler programmes. Your experiences of delivering the programmes are important in helping us to understand the acceptability and feasibility of a multiagency team delivering the intervention.

What will taking part involve?

You will be required to participate in one interview with a researcher lasting no more than 30 minutes to discuss your experiences of being involved in the E-SEE project. In particular, the questions will focus on organisational-level aids and barriers to programme delivery.

What will happen to the information I provide?

The interview will be audio recorded and transcribed so that we have an accurate record of what was discussed. Your data will be anonymised and you will not be personally identified in any report or documents. Although steps will be taken to mask the location of the site (i.e. Devon or Lancashire), defining elements of the local context and organisational structure mean that site anonymity cannot be guaranteed. All information collected will be confidential and stored in accordance with the Data Protection Act (1998). Only members of the research team for the E-SEE project will have access to the data. The audio recordings will be destroyed at the end of the study period.

Anonymous information we have collected from you may be used in the future to support other research studies so that we can learn more about family health and wellbeing and how best to support parents and babies to have a happy and full life. We may also combine anonymous results from this research study with information from other research projects.

What are the potential risks of taking part?

We do not anticipate any risks to you as a result of taking part in the interview. However, you are free to withdraw at any stage should you wish to.

How do I take part?

If you wish to take part in the interview please keep this sheet for future reference. We will ask you to sign a consent form, and will give you a copy, as a record of consent to be part of our study.

What if I agree to take part and then change my mind?

Participation is voluntary and you are free to withdraw at any time during or after the interview. If you decide to withdraw, the researcher will discuss with you whether you wish to delete the entire audio recording and whether we may use any of your responses in the study. We may not be able to destroy information that has already been included in the analysis, or is stored in archived database back-ups.

Who can I contact if I have questions or a complaint about the research, or would like to withdraw?

For questions, complaints or withdrawal requests, please contact Kelly Blockley (Research Assistant: 01752 764403; kelly.blockley@plymouth.ac.uk) or Vashti Berry (Lead E-SEE Process Evaluation: 01752 764448; vashti.berry@plymouth.ac.uk).

Formal complaints should be directed to Emma Marsden (Chair of Education Ethics Committee): 01904 323335; education-research-administrator@york.ac.uk.



***National Institute for
Health Research***

This project was funded by the National Institute for Health Research
Public Health Research (NIHR PHR) Programme (project number 13/93/10)

Thank you for taking the time to read this information