Participant Information Template Version 1

Application for Ethical Approval of a Research Project Involving Humans

# Participantexplanatory statement

**Project Title:** TBC

## Interview Invitation

You are invited to participate in a research study into INSERT ONE SENTENCE EXPLANATION.

The project is being undertaken by a student currently enrolled in INSERT PROGRAM AND INSTITUION.

This statement is for participants who agree to be interviewed as part of the above research project. It is to be read in conjunction with the attached consent form/s.

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**1. What is the Purpose of this Study?**

The purpose of this study is to INSERT PURPOSE HERE.

**2. Why Have I Been Invited to Participate in this Study?**

You are eligible to participate in this study because you have been identified as INSERT REASON HERE.

**3. What Does this Study Involve?**

Initially, structured interviews will be undertaken with a small number of representatives. These interviews will be undertaken by the researcher over the telephone or in person.

It is important that you understand that your involvement in this study is voluntary. While we would be pleased to have you participate, we respect your right to decline. If you decide to discontinue participation at any time, you may do so without providing an explanation. All information will be treated in a confidential manner and your name will not be used in any publication arising out of this research.

Participation in the project is voluntary and participants in a focus group should be aware that other members of the focus group know who is participating and that their contribution to the focus group (even if they withdraw) will be known to the other focus group members *(delete this clause if you are NOT interviewing a focus group.)*

All of the research will be kept secure in the researcher’s office until the conclusion of the project. The information will then be securely archived in accordance with applicable laws and standards. Participants will receive a final report subject to the approval of the sponsoring agency.

**4. Are There Any Possible Benefits from Participating in This Study?**

A report will be completed on this research and an Executive Summary of the key findings will be made available to you, as a participant, on request. The findings of this research may lead to the development of a INSERT INFORMATION HERE. If the findings of this small study are linked with a wider study, the result may be valuable information for others which could increase the value of INSERT INFORMATION HERE.

**5. What if I Have Any Questions About This Research?**

If you would like to discuss any aspect of this study, please feel free to contact:

INSERT NAME AND CONTACT DETAILS

I would be happy to discuss any aspect of the research with you. Once we have analysed the information we can mail/ email you are a summary of our findings on request. You are welcome to contact us at that time to discuss any issue relating to the research study.

The ethical aspects of this research have been approved by the INSERT COMMITTEE HERE.

If you have any concerns or complaints about the conduct of this study, you should contact the XXX at

Name/ Address/ Email/Phone