



Study Participant Information Leaflet

Title: Exploring healthcare professionals views on future access to CPD following the COVID-19 pandemic

Principal investigator's name:	Dr Dara Cassidy
Principal investigator's title:	Head of Online Education
Principal investigator's contact details:	E: daracassidy@rcsi.ie T: (087) 298 1392
Data Controller's Identity:	Dr Dara Cassidy
Data Protection Officer's Identity:	Dónall King, RCSI
Data Protection Officer's Contact Details:	<u>123</u> St Stephen's Green Dublin 2 E: dataprotection@rcsi.ie T: 01-402-8554

You are being invited to take part in a research study at RCSI being conducted by the Health Professions Education Centre. However, before you decide whether or not to take part, it is important that you fully understand what the research is about and what you will be asked to do. It is important that you read the following information in order to make an informed decision. If you have any questions about any aspects of the study do not hesitate to contact me.

What is this study is about?

Within the healthcare professions there is an ongoing requirement to access Continuing Professional Development (CPD). The provision of training has traditionally been provided by a range of in person and online meetings, courses and conferences. During the COVID-19 pandemic there was an urgent and necessary move to deliver all CPD online. Following the COVID-19 pandemic there is a need to understand healthcare professionals' views on access to CPD going forward.

Such information is of benefit to providers to ensure they meet the needs of future healthcare professionals. This research, which involves an online survey and follow-on interviews, seek to identify those views. The results of this study will help to inform the design and delivery of CPD initiatives in the future.

Who is organising and funding this study?

This study is being supported by the Health Professions Education Centre in RCSI and 3M Medical Education.

Why have I been invited to take part?

You are being asked to participate in this study because you are a healthcare professional.

What will my involvement require? The study involves two data collection methods:

- 1) A short anonymous online survey
- 2) An short interview, conducted online

You are being asked to complete a short (less than 10 minutes), anonymous, online survey focused on your preferences in relation to CPD format and delivery methods. In addition, you are invited to participate in a short online interview (15-20 minutes) regarding same. You can participate in one or both parts of the study as you prefer. The study will take place between August and October 2021.

- Participation in all parts of the study is voluntary.
- The survey is completely anonymous.
- Any information provided in the interview will be encrypted and will follow data protection guidelines to ensure confidentiality.
- If you decide to take part in the interview, it will be digitally recorded. The recording will transcribed into text and the transcript will be pseudonymised.
- The recording will be destroyed, and the pseudonymised transcripts will be analysed using thematic analysis.
- Your name and personal details will not be used.
- Your input is confidential and only the researchers will have access to the transcripts.

Do I have to take part?

You don't have to take part in this study. If you decide not to take part, it won't affect your relationship with RCSI in any way. You can change your mind about taking part in the study even if it has started. You don't have to give a reason; however you should note that withdrawal of your interview data is possible only up to the point at which the analysis is complete (estimated to be mid-October, 2021). Because the survey is anonymous, it will not be possible to withdraw your survey data once you have submitted your responses.

What are the possible risks to taking part in the study?

There are no risks associated with your participation in the study. The survey is completely anonymous and a transcript of the interview will be made available to you upon request.

What are the possible benefits to taking part in the study?

Your cooperation with this study is very much appreciated as it will help inform the development of CPD offerings for healthcare professionals by RCSI, 3M Medical Education and perhaps other providers in the future.

Is the study confidential?

- The survey part of the study is completely anonymous.

- All information that is collected in the interviews will be encrypted, pseudonymised and kept confidential. Only the research team will have access to the data.
- The general findings of the research will be made available to the funder – 3M Medical Education.
- We plan to disseminate the results in academic journals, and national and international conferences.
- No participant will be identifiable in the outputs of the research.

Data Protection

1. We will be using your information in our research to understand healthcare professionals' views on access to CPD, following the disruption in CPD delivery necessitated by the COVID-19 pandemic.
2. We are processing your data for legitimate interests and for research purposes – see Article 6 and 9 of the General Data Protection Regulation 2016.
3. Dr Dara Cassidy is the recipient of the data.
4. The data will be stored for no longer than 5 years after which it will be destroyed.
5. You have the right to withdraw consent to your interview data being used in this research project up to the point at which the analysis is complete (estimated to be mid-October 2021). You will be able to do this by contacting Dr Dara Cassidy (daracassidy@rcsi.ie).
6. If you are unhappy you can lodge a complaint with the Data Protection Commissioner.
7. You have the right to request access to your data and a copy of it, unless this request would make it impossible or make it very difficult to conduct the research.
8. You have the right to restrict or object to data processing.
9. You have the right to have any inaccurate information about you corrected or deleted.
10. At your request, we will delete any of your personal data so it is not used in the study.
11. You have the right to data portability, meaning you have a right to move your data from one controller to another in a readable format.
12. There will be no automated decision making, including profiling as part of this study.
13. Profiling is any form of automated processing of personal data consisting of the use of personal data to evaluate certain personal aspects relating to the person, in particular to analyse or predict aspects of their performance at work, health or behaviour.
14. We will not transfer your data to a country outside of the EU or an international organisation. We will not share any of your personal information without your permission

Future use

You can choose whether you wish your data to be retained for future use scenarios listed below. You can indicate on the consent form which, if any scenarios, you are willing to have your data retained for.

STORAGE AND FUTURE USE OF INFORMATION
RETENTION OF RESEARCH MATERIAL IN THE FUTURE
OPTION 1: <i>I give permission for data to be stored for <u>possible future research related</u> to the current study only if consent is obtained at the time of the future research but only if the research is approved by a Research Ethics Committee.</i>
OPTION 2: <i>I give permission for data to be stored for <u>possible future research related</u> to the current study without further consent being required but only if the research is approved by a Research Ethics Committee.</i>
OPTION 3: <i>I give permission for data to be stored for <u>possible future research unrelated</u> to the current study only if consent is obtained at the time of the future research but only if the research is approved by a Research Ethics Committee.</i>
OPTION 4: <i>I give permission for data to be stored for <u>possible future research unrelated</u> to the current study without further consent being required but only if the research is approved by a Research Ethics Committee.</i>
OPTION 5: <i>I agree that some future research projects may be carried out by researchers working for <u>commercial/pharmaceutical companies</u>.</i>
OPTION 6: <i>I understand I will not be entitled to a share of any profits that may arise from the future use of my material/data or products derived from it.</i>

Who should I contact for more information?

If you have any further questions about the study or want any further information now or in the future please contact:

Dr Dara Cassidy

Head of Online Education

HEALTH PROFESSIONS EDUCATION CENTRE

123 St. Stephen's Green Dublin 2 Ireland

T: 01 402 5065 E: daracassidy@rcsi.ie

Thank you for taking the time to read this information sheet and for considering participating in this research project.