



Participant Information Sheet
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Title of Study: No room for COVID19 discrimination-WP1

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Co-Researcher(s): Prof Claire Anderson, Dr Jalpa Ruparelia, Dr Esther Mukuka

We would like to invite you to take part in our research study. Before you decide we would like you to understand why the research is being done and what it would involve for you. One of our team will go through the information sheet with you and answer any questions you have. Talk to others about the study if you wish. Ask us if there is anything that is not clear.

What is the purpose of the study?

Following the spread of Covid-19, discrimination towards Black, Asian and Minority Ethnic (BAME) people has increased involving individual microaggression or violence, to collective forms, for example Chinese people being barred from establishments. Discrimination is recognised as a key social determinant of health and inequities leading to poorer health outcomes, both physical and emotional. However, efforts to tackle this has been insufficient or underreported. This project will examine the experience of Covid-19 related discrimination encountered by university staff. The objective of this study is to test the feasibility of a convenient and sustainable method to report Covid-19 related discrimination/equality, diversity and inclusion (EDI) issues.

Why have I been invited?

You are being invited to take part because you are working at the university and we would like you to share with us your experience if you/someone you know have felt discriminated due to Covid-19 or if you have witness a discriminatory event due to Covid-19. We are inviting all 7500 staff to participate.

This survey is targeted at university staff experiences. When sharing the experience on someone's behalf or sharing an incident that you witnessed, the person experiencing the discrimination can be staff or non-staff. However, you need to be a university staff to share on behalf of the person or if you are sharing an incidence you witnessed. You may also share more than one event by repeating the process of filling out the survey again

Do I have to take part?

It is up to you to decide whether or not to take part. If you do decide to take part you will be given a paper copy or a soft copy of this information sheet to keep. However, as this survey is anonymous, deemed consent will be assumed if you decide to complete the survey. If you decide to take part you are still free to withdraw at any time and without giving a reason. This would not affect your legal rights.

What will happen to me if I take part?

You will need to fill out the survey as best as you can and submit it either online via the link/post. The survey should take you 15 minutes to complete. The topics covered in the survey are accounts of the discriminatory/EDI issues, impact on well-being and behaviours, support used and recommendations to improve the reporting method. You can fill this survey more than once if you have several experiences or witnessed several discriminatory/EDI events related to Covid-19.

Expenses and payments

Unfortunately, participants will not be paid participate in the study

What are the possible disadvantages and risks of taking part?

There are no major risks of taking part in this study. However, the survey will ask about a previous discriminatory/EDI event and this may cause you some distress. Please note that as this is a research study collecting anonymised information, we will not be able to provide you with support for any distress you may experience as a result of taking part in the study. If you would like to speak to anyone about the issues you have raised in your responses, please contact the university counselling service at 0115 951 3695. You can also contact the support and wellbeing officers email at ss-lsp-welfare@nottingham.ac.uk. The University also has the [Employee Assistance Programme](#) which family and friends of employees can access: 0808 168 2143. There's also the [Dignity Advisers' Network](#). The [EDI blog on Black Lives Matter](#) has additional sources of support and links to external bodies that can support victims of hate crime and racism. There are also local and national support services such as the Samaritans which offer 24/7 support services which you can call for free on 116 123 or email: jo@samaritans.org.

What are the possible benefits of taking part?

We cannot promise the study will help you but the information we get from this study may help us develop an acceptable, practical and sustainable Covid-19 discrimination reporting system. It will also provide us with a snapshot of the number of Covid-19 discrimination events.

What happens when the research study stops?

The results of the research will be used to inform the second part of this project which is to develop a Covid-19 discrimination support system. Findings may also be submitted for publication in any relevant scientific journals. If you are interested in receiving a copy of the published results, please notify the researcher via email. Your identity will be kept confidential in any reports or publications produced from this research.

What if there is a problem?

If you have a concern about any aspect of this study, you should ask to speak to the researchers who will do their best to answer your questions. The researchers' contact details are given at the end of this information sheet. If you remain unhappy and wish to complain formally, you can do this by contacting Prof Clive Roberts, Chair of the Pharmacy School Research Ethics committee, Boots Science Building, University of Nottingham, University Park, NG7 2RD, UK clive.roberts@nottingham.ac.uk, tel- 00 44 115 9515101 .

Will my taking part in the study be kept confidential?

We will follow ethical and legal practice and all information about you will be handled in confidence.

If you join the study, we will use information collected from you during the course of the research. This information will be kept **strictly confidential**, stored in a secure and locked office, and on a password protected database at the University of Nottingham. Under UK Data Protection laws the University is the Data Controller (legally responsible for the data security) and the Chief Investigator of this study (named above) is the Data Custodian (manages access to the data). This means we are responsible for looking after your information and using it properly. Your rights to access, change or move your information are limited as we need to manage your information in specific ways to comply with certain laws and for the research to be reliable and accurate. To safeguard your rights we will use the minimum personally – identifiable information possible.

You can find out more about how we use your information and to read our privacy notice at:

<https://www.nottingham.ac.uk/utilities/privacy.aspx>

The data collected for the study will be looked at and stored by authorised persons from the University of Nottingham who are organising the research. They may also be looked at by authorised people from regulatory organisations to check that the study is being carried out correctly. All will have a duty of confidentiality to you as a research participant and we will do our best to meet this duty.

As the online survey is anonymous, we will not hold any of your personal data. If you have opted to provide your contact details to be a participant in the next part of the study, your contact information will be kept by the University of Nottingham for 6 months after the end of the study so that we are able to contact you about the findings of the study and possible follow-up studies (unless you advise us that you do not wish to be contacted). This information will be kept separately from the research data collected and only those who need to will have access to it. All other data (research data) will be kept securely for 7 years. After this time your data will be disposed of securely. During this time all precautions will be taken by all those involved to maintain your confidentiality, only members of the research team given permission by the data custodian will have access to your personal data.

In accordance with the University of Nottingham's, the Government's and our funders' policies we may share our research data with researchers in other Universities and organisations, including those in other countries, for research in health and social care. Sharing research data is important to allow peer scrutiny, re-use (and therefore avoiding duplication of research) and to understand the bigger picture in particular areas of research. As the survey collects data anonymously the data sharing is anonymised and there is no risk of your personal info being shared with other researchers.

Although what you say to us is confidential, should you disclose anything to us which we feel puts you or anyone else at any risk, we may feel it necessary to report this to the appropriate persons.

What will happen if I don't want to carry on with the study?

Your participation is voluntary and you are free to withdraw at any time, without giving any reason, and without your legal rights being affected. If you withdraw we will no longer collect any information about you or from you but we will keep the information about you that we have already

obtained as we are not allowed to tamper with study records and this information may have already been used in some analyses and may still be used in the final study analyses.

What will happen to the results of the research study?

We hope that this will be the start of acceptable, practical and sustainable Covid-19 discrimination/EDI event reporting system. Findings may be submitted for publication in any relevant scientific journals and wider university publications. If you are interested in receiving a copy of the published results, please notify the researcher. Your identity will be kept confidential in any reports or publications produced from this research.

Who is organising and funding the research?

This research is being organised by the University of Nottingham and is being funded by STEMM-Change, EDI department of the University of Nottingham.

Who has reviewed the study?

All research in healthcare is looked at by independent group of people, called a Research Ethics Committee, to protect your interests. This study has been reviewed and given favourable opinion by The School of Pharmacy Research Ethics Committee (010-2020) PA-PHARM-ETHICS@exmail.nottingham.ac.uk.

Further information and contact details

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