

Participant information sheet 1
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Participant Information Sheet 1

Commuting and Health Stakeholder Engagement Research Project

We would like to invite you to take part in a qualitative research project with stakeholders of the *Commuting and Health in Cambridge* study. We explain in this information sheet why the research is being done and what it would involve for you. Please take time to read the following information carefully. Talk to others about the study if you wish.

What is the purpose of the stakeholder study?

The Commuting and Health in Cambridge study is inviting you to a Research and Policy Forum on Wednesday, 21 January 2015, to share knowledge gained from our study with relevant stakeholders. We are attaching a small qualitative research project with observations and interviews to this event to explore stakeholders' reflections on this process.

The Commuting and Health in Cambridge study aims to assess changes in the travel behaviour, physical activity and related health indicators of commuters who travel to work in Cambridge associated with the opening of the Cambridgeshire Guided Busway in 2011. Data collection has now finished, producing 18 scientific publications to date with a further 12 manuscripts currently in progress. The study has used a variety of research approaches, from epidemiological and social science research methods. We would now like to find out from stakeholders in what way the insights from our study may be useful and relevant to practice and policy-making.

Why have I been invited?

We are inviting stakeholders from a wide range of fields, backgrounds and professional roles, ranging from public health to transport and working at local, regional and national level. We hope that our study is relevant to all these stakeholders in some way, but we recognise that not all of our research findings will be useful for all stakeholders.

Do I have to take part in the research?

Can I attend the Forum without taking part in the research? By registering online for the Forum, you will be giving your agreement to the study team making general observations of the event and writing general notes about these observations. In doing so, we will pay careful attention to make only general notes of the interactions and discussions that take place. *We will not make any reference to individual attendees or their roles that could be used to identify you.*

Do I have to take part in the follow-up interview? It is up to you to decide whether or not to take part in a follow-up interview with one of our researchers. If you do decide to take part in an interview, you are free to stop taking part at any time during the research without giving a reason.

What will happen to me if I take part?

Research and Policy Forum. The Forum will include a short presentation giving an overview of the main findings, followed by the opportunity to explore detailed information

about different research topics at a series of stands that you can visit depending on your interests. This format is intended to facilitate discussion and exchange between the researchers and attendees, and enable you to make best use of your time. To ensure confidentiality during the event, neither the identity nor the affiliation of the participants may be revealed by the research team in any communication of this qualitative stakeholders study.

Follow-up interviews. If you agree to take part in a follow-up interview, we will arrange an appointment for a researcher to meet you at your workplace or another convenient location. Alternatively, we can conduct a telephone interview. In the interview we are interested in finding out about your reflections on the event and any other information you have gained about the Commuting and Health in Cambridge study. We would also like to know how useful or relevant you found the information, how you may or may not intend to use it in your practice, and what kind of information you would have hoped to gain from a study such as ours. We expect the interview to last about 30-45 minutes, but can be flexible depending on your availability. The researcher will make an audio recording of the interview. The recording will be sent to a specialist company to be transcribed (typed up). The person transcribing your recording will not be able to identify you from the recording. The recording and the transcript will then be stored securely in the MRC Epidemiology Unit or in a secure data storage facility. We will only conduct the interview if we have received a signed consent form from you — either in person, or by email or post if you choose to be interviewed by telephone.

What do I have to do now?

All attendees have to register for the Research and Policy Forum. Attendance is free of charge. If you would like to register, please visit the Forum website at:

- www.cedar.iph.cam.ac.uk/commuting-health-forum

If you would like to take part in the follow-up interview, you can also contact the researcher, Dr Cornelia Guell, to arrange an appointment:

- cg463@cam.ac.uk
- 01223 769147.

You can also call the study office in Cambridge on the free number 0800 731 0278 to leave a message and Dr Guell will call you back.

What are the possible benefits of taking part?

The information collected during this research project will give us a better understanding of the needs and expectation of a variety of stakeholders regarding relevant research questions, useful outcomes and their appropriate dissemination.

The Forum will also allow you to learn more about our research in this area. You will receive no other direct benefit from taking part in this study.

What are the possible disadvantages of taking part?

There is no disadvantage to you except that if you do decide to take part, you will need to give up about half a day of your time for attending the stakeholder event, and if you agree, another 30-45 minutes of your time for the interview.

Will my taking part in this study be kept confidential?

Yes. All information – observational notes and interview transcripts – collected about you during the course of the research will be kept strictly confidential and stored securely in the MRC Epidemiology Unit or a secure data storage facility. For the interviews, you will be identified by an ID number and any information about you will have your name and address

removed so that you cannot be recognised from it. No IDs will be allocated or recorded for the stakeholder event. Any data will be disposed of securely by the MRC Epidemiology Unit after twenty years.

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

You are free to withdraw from the research project at any time and without giving a reason. If you do decide to withdraw, or if you are no longer able to take part in the study, we will use the data collected up to the time of your withdrawal. Please be aware that it will not be possible to withdraw observational data from the stakeholder event, because those data will not be attributable to individual participants.

What will happen to the results of the research study?

We expect to publish the results of the study in a scientific journal. We may use short excerpts of what you say to illustrate the findings, but we will not publish any details that identify you personally. We will send you a summary of the overall results.

Who is organising and funding the research?

This study is organised by the MRC Epidemiology Unit at the University of Cambridge and funded by the National Institute for Health Research Public Health Research programme.

Who has reviewed the study?

All research is looked at by an independent group of people called a Research Ethics Committee to protect your safety, rights, wellbeing and dignity. This study has been reviewed and given a favourable opinion by the Cambridge Psychology Research Ethics Committee.

Who can I contact for further information or if I have a concern?

If you would like further information, please contact the researcher:

Dr Cornelia Guell
MRC Epidemiology Unit, University of Cambridge
cg463@cam.ac.uk
01223 769147.

You can also call the study office in Cambridge on the free number 0800 731 0278 to be called back by Dr Guell. If you need to contact Dr Guell to make last minute arrangements, you can reach her on her mobile at 07530 018243.

You can also speak to Dr Guell if you have a concern about any aspect of this study. If you remain unhappy and wish to complain formally, you can do this by contacting the study office in Cambridge on the free number 0800 731 0278.