



Participant Information Leaflet DPHNs & ADPHNs

**Study Name:** A cross-sectional descriptive survey on the current role and educational needs of the Community Registered General Nurse.

**Centre ID:** Trinity Centre for Practice Healthcare and Innovation (TCPHI) and Health Service Executive Community (HSE) Community Healthcare Organisation (CHO) 7 (Dublin South, Dublin West, Kildare & West Wicklow Public Health Nursing Services) Public Health Nursing Services

Site	Online recruitment throughout the Republic of Ireland.
Principal Investigator	<ul style="list-style-type: none"><li>• Dr Gobnait Byrne, Academic, School of Nursing &amp; Midwifery, Trinity College Dublin <a href="mailto:Gobnait.byrne@tcd.ie">Gobnait.byrne@tcd.ie</a></li></ul>
Co-Investigators TCD	<ul style="list-style-type: none"><li>• Prof Amanda Phelan, Academic, School of Nursing &amp; Midwifery,</li><li>• Fiona Murphy, Academic, School of Nursing &amp; Midwifery, TCD</li><li>• Dr Éadaoin Butler, Research Fellow, School of Nursing &amp; Midwifery, TCD</li><li>• Dr David Joyce, Research Fellow School of Nursing &amp; Midwifery TCD</li></ul>
Co-Investigators HSE	<ul style="list-style-type: none"><li>• Gerardine McGoldrick, Director of Public Health Nursing (DPHN), HSE CHO 7 Public Health Nursing Services</li><li>• Anne Lynott, DPHN, HSE CHO 7 Public Health Nursing Services</li><li>• Neill Dunne, DPHN, HSE CHO 7 Public Health Nursing Services</li><li>• Dr Sheila Geoghegan, DPHN, HSE CHO 7 Public Health Nursing Services</li><li>• Bernadette Caffrey, Community Registered General Nurse (CRGN), HSE CHO 7 Public Health Nursing Services</li><li>• Kathryn O'Sullivan, Clinical Nurse Manager 2, HSE CHO 7 Public Health Nursing Services</li><li>• Niamh Carroll, CRGN, HSE CHO 7 Public Health Nursing Services</li></ul>
Data Controller	<ul style="list-style-type: none"><li>• Trinity College Dublin</li></ul>
Data Protection Officers	<ul style="list-style-type: none"><li>• Data Protection Officer Secretary's Office, Trinity College Dublin, Dublin 2</li></ul>

*You are invited to take part in a research study to be carried out by a team of researchers from Trinity College Dublin and HSE CHO 7 (Dublin South, Dublin West, Kildare & West Wicklow) Public Health Nursing Services. Before you decide whether or not you wish to take part, you should read the information provided on this page carefully. Take time to read the information and don't feel rushed or under pressure to make a quick decision to participate or not. You*

*should understand the risks and benefits of taking part in this study so that you can make a decision that is right for you. You may wish to discuss it with your colleagues.*

*This leaflet has five main parts:*

*Part 1 – The Study*

*Part 2 – Data Protection*

*Part 3 – Costs, Funding and Approval*

*Part 4 – Future Research*

*Part 5 – Further Information*

## Part 1 – The Study

### Why is this study being done?

The aim of this study is to determine the current role and educational needs of the Community Registered General Nurse (CRGN).

We wish to identify:

- The views of DPHNs and ADPHNs on the current role of the CRGN
- The views of DPHNs and ADPHNs on the educational needs of newly recruited and current CRGNs
- The views of DPHNs and ADPHNs on their vision of the future role of CRGN

### Why have I been invited to take part?

You are being asked to take part because you are a Director of Public Health Nursing or Assistant Director of Public Health Nursing currently leading a team that includes CRGNs in a public health nursing service in any HSE Community Healthcare Organisation. A separate survey has been issued for CRGNs to ascertain their views of the role of CRGN.

### Do I have to take part? What happens if I say no? Can I withdraw?

It is important to note that:

- Participation is **voluntary** and you do not have to take part.
- If you decide not to consent, this decision will have no impact on your work in the HSE Community Healthcare Organisation in which you work.
- This is an online survey and once you give consent you can proceed with participation in the survey.
- If you stop the survey after several questions, your responses will not be included in the study.

- You can exit the survey before submitting your responses at the end of the survey and your responses will not be included.
- If you decide to complete the online survey, please be aware that we will not be able to delete your survey feedback, as the surveys are anonymous. and it will not be possible to identify your survey from any other participant's.

#### **How will the study be carried out?**

The study involves an online survey. A questionnaire has been developed in Qualtrics, an approved company for conducting online surveys used by TCD that is General Data Protection Regulation (GDPR) compliant and provides a secure, encrypted service for the transfer of data that keeps your data safe. All data transmitted to the Qualtrics platform are encrypted using the industry standard TLS protocol. We have enabled 'Anonymize Response' in Survey Options so that no location or IP information are collected. No personal data will be collected. Data will be exported from Qualtrics into SPSS for analysis. We are collecting data on the area in which you work (Dublin based CHO or non-Dublin based CHO), and the number of CRGNs, the number of WTE CRGN posts, and the number of vacant CRGN posts in your area for descriptive purposes. As data will be encrypted, your identity cannot be tracked or traced. Thus, confidentiality is guaranteed as data will be returned anonymously. You will be asked to tick your consent to participate in the online survey prior to commencing same.

We would request that you do not provide any information in your responses that might directly or indirectly identify any other individual in order to protect their rights.

#### **What will happen if I decide to take part?**

If after reading this information leaflet, you are interested in participating, you can proceed to the survey by returning to the survey webpage. If you confirm that you meet the study's eligibility criteria (i.e., you are a Director of Public Health Nursing or Assistant Director of Public Health Nursing currently working for a HSE Community Healthcare Organisation) and actively tick to indicate your consent, you will then proceed to complete the online survey.

#### **Are there any benefits to me or others if I take part in the study?**

There are no direct benefits to you, but the findings from the study will highlight ADPHNs' and DPHNs' views on the current and future role of the CRGN and the educational needs of new and current CRGNs. The findings of the study will be disseminated at conferences and in peer-reviewed journals so that the findings contribute to organisational learning to inform any future initiatives to support CRGNs in their work.

#### **Are there any risks to me or others if I take part in the study?**

This is a low-risk study. Data will be processed in a way that is necessary to achieve the objectives of this study and will not be processed in a way that damage or distress will be

caused to the participant. If you have any concerns about this study, you are welcome to contact a member of the team at any stage. Contact details are provided at the end of this document.

#### **What are my rights?**

Participation in this research is entirely voluntary. You may exit the survey at any time. However, once the survey is complete and submitted it will not be possible to retract your data as the survey is anonymous.

#### **Will I be told the outcome of the study?**

The results of this study will be reported in nursing / midwifery / medical / scientific journals and presented at academic conferences.

## **Part 2 – Data Protection**

#### **What information about me (personal data) will be collected as part of this study?**

No personal data will be collected. We are not asking you to provide any personal information about yourself, and we are not asking you to complete a signed consent form so we will have no record of your name. This is an anonymous survey and thus it will not be possible to identify individuals from the information collected.

#### **What will happen to my data, access to data and how will my data be kept safe?**

We are not collecting or processing any personal data from you. The raw data will be downloaded from Qualtrics and saved on a password protected computer to a secure project folder on the School of Nursing and Midwifery research server in Trinity College Dublin. Once saved to the TCD server, the data will be deleted from Qualtrics. The only individuals who will have access to the raw anonymous data will be the following TCD project team members (Dr Gobnait Byrne, Prof Amanda Phelan, and Fiona Murphy). The remaining research team members will only have access to the aggregated analysed data.

In line with the School of Nursing and Midwifery Ethics Research Committee (SNMREC) guidelines, data will be kept on the secure, encrypted, TCD server for a maximum of three years after publication of study results after which they will be destroyed. No third parties will have access to the data.

Because no personal or identifiable information is being collected or processed, there is no risk of your identity being disclosed or a data breach occurring. The research team members will follow Trinity College Dublin's Data Protection Breaches procedures that comply with GDPR. A risk assessment has been carried out and the project has been identified as low risk.

All members of the research team have successfully completed training in data protection law and practice.

#### **What is the lawful basis to use of my personal data?**

As we are not collecting or processing any of your personal or identifiable information, this online survey falls outside the remit of the General Data Protection Regulation 2018. Please see the statement 'If the personal data that you are processing are fully and irreversibly anonymised and there is no possibility of re-identification (even indirectly) then the GDPR regulation does not apply' on the Health Research Board's (HRB) website: [<https://www.hrb.ie/funding/gdpr-guidance-for-researchers/general-gdpr-faq/>].

## **Part 3 – Costs, Funding and Approval**

#### **Is there any payment for taking part? Will it cost me anything if I agree to take part?**

There is no payment for taking part. It will not cost you anything if you agree to take part in this study.

#### **Who is funding this study? Will the results study be used for commercial purposes?**

The HSE has provided funding for the research collaboration between the TCPHI and HSE Community Healthcare Organisation 7 (Dublin South, Dublin West, Kildare & West Wicklow) Public Health Nursing Services. This study is being conducted as a result of this collaboration. The results will not be used for any commercial purposes. The project is not being conducted for the purpose of obtaining an academic qualification.

#### **Has this study been approved by a research ethics committee?**

Ethical approval for this study has been given by the Trinity College Dublin School of Nursing and Midwifery Research Ethics Committee on 7<sup>TH</sup> December 2022. Any amendments to the study will be submitted to the Committee prior to being implemented.

## **Part 4 – Future Research**

#### **Will my personal data be used in future studies?**

No personal data will be collected as part of this study.

## **Part 5 – Further Information**

### Who should I contact for information?

If you need any further information now or at any time in the future, please contact

- Dr Gobnait Byrne, email: [gobnait.byrne@tcd.ie](mailto:gobnait.byrne@tcd.ie)

### Data Controller's/joint Controller's Identity and contact details

- Trinity College Dublin, the University of Dublin, College Green, Dublin 2, D02 PN40, Ireland.

### Data Protection Officer:

- TCD Data Protection Officer:  
Data Protection Officer Secretary's Office, Trinity College Dublin, Dublin 2  
Email [dataprotection@tcd.ie](mailto:dataprotection@tcd.ie)

### Will I be contacted again?

We are not collecting any personal data (including contact details) from you. You will receive two email reminders about the survey from the administrator who sent you this information. Regardless of whether you choose to participate in the survey, you will not be contacted again by the research team.

### What happens if I wish to make a complaint?

If you have any concerns or questions, you can contact:

- Principal Investigator: Dr Gobnait Byrne [gobnait.byrne@tcd.ie](mailto:gobnait.byrne@tcd.ie)

If you wish to make a complaint about this research project to someone not directly connected with the study, relevant contact details are listed below.

- School of Nursing and Midwifery Research, School of Nursing and Midwifery, Trinity College Dublin      E-mail [snmresearch@tcd.ie](mailto:snmresearch@tcd.ie)
- Data Protection Officer, Trinity College Dublin: [dataprotection@tcd.ie](mailto:dataprotection@tcd.ie)  
Website: [www.tcd.ie/privacy](http://www.tcd.ie/privacy)

Under GDPR, if you are not satisfied with how your data is being processed, you have the right to lodge a complaint with the Office of the Data Protection Commission, 21 Fitzwilliam Square South, Dublin 2, Ireland. Website: [www.dataprotection.ie](http://www.dataprotection.ie).

**Please see link to website where the link to the online survey will be available.**

**<https://www.tcd.ie/tcphi/research-collaboration/crgn/index.php>**