



THE DEVELOPMENT OF MEASURES TO ASSESS THE LONG-TERM SUPPORT NEEDS OF ADULT SEXUAL ASSAULT SURVIVORS: PARTICIPANT INFORMATION SHEET

Invitation. You are invited to take part in our study that aims to understand the needs of sexual assault survivors. Joining the study is entirely up to you. Please read the following information carefully, and discuss it with others if you wish, before deciding whether to take part. If anything is unclear or you would like more information, please ask. Our contact details are on page 3. Thank you for taking the time to read this.

Who will conduct the research?

Chief Investigator: Prof David Gadd, Department of Criminology, School of Social Sciences, University of Manchester

Co-investigator: Dr Rabiya Majeed, Research Associate, Saint Mary's Sexual Assault Referral Centre

Researcher: Dr Maria Pampaka, Dept of Social Statistics, School of Social Sciences, University of Manchester

Researcher: Dr Laura Watt, Research Associate, Alliance Manchester Business School, University of Manchester

What is the purpose of the research? The main aim of the study is to gain a better understanding of the social support needs and emotional well-being of adult sexual assault survivors. This project will help prepare for a larger study that will investigate how survivors' needs change over time and what support services they would benefit from.

Will the outcomes of the research be published? Details of the study including justification and findings will be made available on the project's website <https://www.stmaryscentre.org/professionals/research/violence-abuse-mental-health-network> and sent in an accessible format to the organisations that are part of the stakeholders' group and other relevant organisations. The researchers will present the findings at academic and practitioner conferences, as well as in a journal article.

What would taking part involve? Taking part involves completing an online questionnaire. This should take about 20 minutes. If you are unable to complete the questionnaire online or do not have a fixed address you can request that a hard copy is sent to an organisation that supports sexual assault survivors so you can complete it there.

The questions ask about your general well-being as well as support you may have accessed after the assault. To reduce the number of questions in the questionnaire, you will be asked if we can link your completed questionnaire to a set of variables derived from your Saint Mary's medical record. This will enable us to link your answers to information about your age, gender, sexual orientations and ethnicity, as well as about the nature of the sexual assault. A full list of these variables is provided at the end of this sheet[†]. By linking data in this way, we will avoid causing undue distress. You can still participate in the study without consenting to data linking, but it will limit the understanding we can generate from your questionnaire answers.

Ideally, we would like to repeat this questionnaire at several time points: 6 months, 12 months and 24 months. Please keep in mind that you do not have to agree to participate in the future in order to take part now. If you agree to take part in the study at the next phase you will be sent the participant information sheet again and asked for your consent at those subsequent time points. If you would like to continue participating in the study, we would ask you to do so using the same PIN number. This will allow us to link your previous answers to the current ones whilst keeping your identity private.

If you are unable to complete the questionnaire online, we can provide you with a paper copy of the questionnaire and consent forms to fill in and/or a researcher to read the questions to you. If you choose to complete a paper copy, you will be supplied with three separate prepaid envelopes to return the consent

form, questionnaire, and request for voucher payment. Your answers will be entered into the online survey for you and the hard copies destroyed, enabling confidentiality to be maintained in the same ways as it is for those who complete the survey online.

What happens if I do not want to take part or if I change my mind? It is up to you to decide whether or not to take part. If we do not hear from you, we will send you two more reminders within two weeks of initially contacting you to check if you would like to take part. You can simply reply with 'no' if you do not wish to receive these reminders. By completing the consent form you are telling us whether you want to take part, which data of yours we can use and how we can use it. If you do decide to take part you will be given this information sheet to keep and will be asked to sign the consent form. If you decide to take part you are still free to withdraw at any time without giving a reason and without detriment to yourself. However, it will not be possible to remove your data from the project once it has been anonymised as we will not be able to identify your specific data. This does not affect your data protection rights. If you decide not to take part you do not need to do anything further.

Who is eligible to take part in the study? We are inviting you to take part because you gave your consent for us to contact you following a forensic examination at Saint Mary's SARC Manchester. To participate you must be aged 18 years or over and able to read and write in English.

What are the possible benefits of taking part? As a thank you for taking part we offer a £20 voucher following the completion of the first questionnaire. You will need to sign a receipt for this voucher, but the receipt will not identify you as a participant in this study. To receive the voucher, you will need to follow the guidance at the end of the questionnaire which will direct you to a secure site where you can indicate any email address you wish the voucher to be sent to and provide an electronic signature. A record of the email addresses submitted for voucher payments will be kept by the purchasing department of the School of Social Sciences as required by HMRC (Her Majesty's Revenue and Customs).

What are the possible disadvantages and risks of taking part? It is possible that you might feel upset or distressed when answering the questionnaire. At the end of the questionnaire you will be asked if you would like to be contacted by a member of the research team to discuss any issues. There is also a list of support organisations at the end of the questionnaire.

What information will you collect about me?

In order to participate in this research project we will need to collect information that could identify you, called "personal identifiable information". Specifically:

- Your name
- A means of contacting you, ideally an email address or phone number, or if not a postal address.

If you consent to it, we will also access your medical notes and code information about the assault you described. The variables we would record from your medical notes are described in the footnote at the end of this participant information sheet.† We collect these variables so we can assess whether it is possible to better anticipate the needs of survivors according to: 1) the demographic groups they belong to (in terms of a gender, ethnicity, employment status, etc.); 2) the context (in terms of whether it was by a stranger or in the context of a family, intimate or commercial relationship); and 3) the nature of any harm caused (including other physical assaults, sexually transmitted diseases, suspected pregnancy or harm to self or mental well-being caused in the aftermath). By extracting this information from your records, we can reduce potential distress to research participants and keep the questions we do ask to a minimum.

How will my information be kept confidential? In accordance with data protection law, the University of Manchester is the Data Controller for this project. This means that we are responsible for making sure your personal information is kept secure, confidential and used only in the way you have been told it will be used. All researchers are trained with this in mind, and your data will be looked after in the following ways:

- A unique Personal Identification Number (PIN) will be sent to you with the consent form via your preferred method of contact in 24 hours. If you decide to participate in this study, then please use your unique PIN to complete the questionnaire. Using the PIN enables us to record your answers and data about you in a way that is pseudo-anonymized, i.e. does not contain material that would enable someone without the PIN to know who you are.
- Only the project's Principal Investigator and Co-Investigator will have access to this PIN, which will be stored on an encrypted file. If you lose your PIN please contact david.gadd@manchester.ac.uk to recover it.
- The consent form requires you to give your name, but this will be stored securely and separately from the questionnaire which does not require you to give your name, only the PIN.
- If you consent to having information derived from your Saint Mary's medical record linked to your questionnaire answers, it will only be linked using the PIN after it has been converted into a set of variables from which all personal identification has been removed.
- The PIN will be used to combine the variables from your medical records with your questionnaire answers in a dataset stored securely and electronically at the University of Manchester that does not contain your name.
- Your medical records will remain securely stored at Saint Mary's SARC, as they are now.
- Once the study is complete, 3 years after the beginning of the study, all PINs and contact details will be destroyed enabling the dataset to be fully anonymised.
- The anonymised dataset will be kept at the University of Manchester for at least five years. Researchers at St Mary's SARC will be given permission to access the anonymized dataset alongside university researchers.

Under what legal basis are you collecting this information? We are collecting and storing this personal identifiable information in accordance with data protection law which protect your rights. These state that we must have a legal basis (specific reason) for collecting your data. For this study, the specific reason is that it is "a public interest task" and "a process necessary for research purposes".

What are my rights in relation to the information you will collect about me? You have a number of rights under data protection law regarding your personal information. For example you can request a copy of the information we hold about you. If you would like to know more about your different rights or the way we use your personal information to ensure we follow the law, please consult our [Privacy Notice for Research](http://documents.manchester.ac.uk/display.aspx?DocID=37095).
[<http://documents.manchester.ac.uk/display.aspx?DocID=37095>]

What will happen to the results of this study? The results may be used in journal articles and presentations that are focussed on understanding the needs of survivors of sexual assault, to help identify the most effective support strategies. No individual will be identifiable in the results.

Who is organising and funding this study? The project is organised by Saint Mary's SARC in Manchester and researchers at the University of Manchester. This research project is funded by the Violence Abuse and Mental Health Network.

Who has reviewed this study? This study was reviewed by North West - Liverpool Central NHS Health Research Authority on 02 September 2020 (ID: 281717).

What if I need support now regarding an experience of sexual assault? The following organisations offer support to survivors:

- Saint Mary's Sexual Abuse Referral Centre <https://www.stmaryscentre.org>
- Samaritans <https://www.samaritans.org>
- The Manchester Action on Street Health (MASH) <http://www.mash.org.uk>
- Men's Room <https://mroom.co.uk/contact-us/>
- Survivors Manchester <https://www.survivorsmanchester.org.uk>

- Rape Crisis <https://www.manchesterrapecrisis.co.uk>
- Women's Aid <https://pankhursttrust.org/manchester-womens-aid/get-help>

If you feel unable to keep safe, please go to A&E. In the event that something does go wrong and you are harmed during the research you may have grounds for a legal action for compensation against the University of Manchester or St Mary's Sexual Assault Referral Centre, but you may have to pay your legal costs. The normal National Health Service complaints mechanisms will still be available to you.

What if I disclose a risk of harm or illegal activity? At the end of the questionnaire you can request a call back from the researcher at St Mary's. Please note that if you disclose a risk of harm to yourself or others, or illegal activities during this call back or in the free text boxes in the questionnaire, the research team would need to share this information with the clinical care team at St Mary's.

What if I have a complaint? If you have a complaint that you wish to direct to members of the research team, please contact:

Professor David Gadd, University of Manchester, School of Social Sciences, Oxford Road, M13 9PL. Email: david.gadd@manchester.ac.uk, Phone: 0161 2755621

If you wish to make a formal complaint to someone independent of the research team or if you are not satisfied with the response you have gained from the researchers in the first instance then please contact:

The Research Ethics Manager, Research Office, Christie Building, The University of Manchester, Oxford Road, Manchester, M13 9PL, by emailing: research.complaints@manchester.ac.uk or by telephoning 0161 275 2674.

If you wish to contact us about your data protection rights, please email dataprotection@manchester.ac.uk or write to The Information Governance Office, Christie Building, The University of Manchester, Oxford Road, M13 9PL at the University and we will guide you through the process of exercising your rights.

You also have a right to complain to the [Information Commissioner's Office about complaints relating to your personal identifiable information](https://ico.org.uk/concerns) <https://ico.org.uk/concerns> Tel 0303 123 1113

If you have any queries about the study or if you are interested in taking part then please contact:

Dr. Rabiya Majeed, rabiya.majeed@mft.nhs.uk Saint Mary's Hospital, York Place, Oxford Road, Manchester, M13 9WL

†Week attended; Age; Gender; Trans; Sexual orientation; Ethnicity; Employment status; Interpreter used; Physical disability; Learning Disability Screening Questionnaire result; Learning disability; Mental health; Self-harm; Sex worker; CSE/Risk of CSE; DV history; Time since assault; Relationship with alleged perpetrator; No. of perps; Met on internet; Assault types; Strangulation; FGM; Emergency contraception; HIV pep; Hep-B.
