Consent Form

Date: October 23, 2021
Project Title: COVID-19 Printables Project

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PURPOSE

The questionnaire aims to understand participant perception of liability, ease of use, and barriers or facilitators of the COVID-19 Printables. The below research questions encompass the three sections of the survey:

- What COVID-19 Printables are being used and how are they used in practice?
- What are barriers or facilitators of the COVID-19 Printables, functionally and practically?
- What could be improved or changed about the COVID-19 Printables?

- Engagement is necessary to understand the printables' effectiveness and/or limitations to implementation from the end user perspective
- The questionnaire will remain open until we have at least 30 participants. We would ideally like upwards of 40 participants. Participants are considered eligible to participate if they have seen or used the COVID-19 Printables handouts (attached for reference). Participants who have not seen or used the COVID-19 Printables prior to this invitation are considered ineligible.

WHAT'S INVOLVED

As a participant, you will be asked to confirm that you are eligible to continue with the questionnaire based on the above stated eligibility criteria. The web link provided in the invitation will lead to the questionnaire which includes consent information. Before beginning the questionnaire, participants will read the consent information and proceeding to start the questionnaire will be considered consent to participate.

Participation will take approximately 20-25 minutes of your time. There will be no demographic data collected.

POTENTIAL BENEFITS

Possible benefits of participation include:

- contributing to data on information behaviour among refugee services networks and healthcare providers.
- This research has the potential to contribute to a very small evidence base on communication needs of refugee agencies and this could result in increased attention/funding for this sector.

POTENTIAL RISKS

There are no known or anticipated risks associated with participation in this study.

CONFIDENTIALITY

All information you provide is considered confidential; your name will not be included or, in any other way, associated with the data collected in the study. Furthermore, because our interest is in the average responses of the entire group of participants, you will not be identified individually in any way in written reports of this research.

With your agreement, we may wish to contact you again to ask you questions about your responses. You may decide at that time whether or not you wish to participate in that part of the study'.

The survey service (LimeSurvey) will be used to securely house raw data. Downloaded data will be kept and analysed on a secure laptop during analysis. Raw data on the laptop will be deleted after analysis is completed and the questionnaire survey service will be closed and deleted after 1 year. Data will be kept for 2 years after which time the data will be erased. Access to this data will be restricted to the research team at OCAD University.

INCENTIVES FOR PARTICIPATION

Participants will not be compensated to participate in this study

VOLUNTARY PARTICIPATION

Participation in this study is voluntary. If you wish, you may decline to answer any questions or participate in any component of the study.

Further, you may decide to withdraw from this study at any time by quitting the questionnaire without submitting, or request withdrawal of your answers prior to data analysis. You may do so without any penalty or loss of benefits to which you are entitled. Your choice of whether or not to participate will not influence your future relations with OCAD University or the investigators (Dr Kate Sellen, Dr Akm Alamgir, Dr Sahil Gupta, Dr Jaspreet Khangura, Dr Sam Vaillaincourt) involved in the research.

To withdraw from this study, do not proceed with the questionnaire or if you have already begun, quit the survey without submitting your answers. If you have already submitted your answers and wish to withdraw your data from the study, please contact Kate Sellen by email at ksellen@faculty.ocadu.ca no later than November 30th, 2020. Any data that has been collected will be discarded from the data pool and filing systems.

PUBLICATION OF RESULTS

Results of this study may be published in reports, professional and scholarly journals, and/or presentations to conferences and colloquia. In any publication, data will be presented in aggregate forms. Quotations from interviews or surveys will not be attributed to you without your permission.

Feedback and results about this study will be available online at www.healthdesignstudio.ca. Results are anticipated to be online by December 20th 2020. If you wish to contact us regarding results, please contact Kate Sellen using the contact information provided above.

CONTACT INFORMATION AND ETHICS CLEARANCE

If you have any questions about this study or require further information, please ask. If you have questions later about the research, you may contact the Principal Investigator, Kate Sellen, or the research assistant(s) using the contact information provided above. This study has been reviewed and received ethics clearance through the Research Ethics Board at OCAD University [approval #101867].

If you have questions regarding your rights as a participant in this study please contact:
Research Ethics Board c/o Office of the Vice President, Research and Innovation
OCAD University
100 McCaul Street
Toronto, M5T1W1
416 977 6000 x4368
research@ocadu.ca

AGREEMENT

I agree to participate in this study described above. I have made this decision based on the information I have read in the Information-Consent Letter. I have had the opportunity to receive any additional details I wanted about the study and understand that I may ask questions in the future. I understand that I may withdraw this consent at any time. I understand that proceeding with the questionnaire will act as my consent to participate.

Thank you for your assistance and participation in this project.