

# Appendix 4: Participant information sheets

## *Information sheet for service users: Phases 1 and 2*



### ***Photography Project at Callington Road***

#### **Information for Service Users**

##### **Invitation to take part in a photography project**

You are being invited to take part in a research project that explores how photographs can be used to understand people's perspectives on the environment at Callington Road Hospital. Before you decide to take part, it is important that you understand why the project is being done and what it involves. Please take the time to read the following information carefully.

##### **What is the purpose of the study?**

The study is part of a PhD project and aims to explore how photographs can be used to understand how people think and feel about their environment. Using people's photographs as data in research is relatively new. This project hopes to develop ways in which photographic images can be interpreted on their own and alongside interview data.

##### **Why have I been chosen?**

You are being invited to take part because you have experience of Callington Road Hospital. It is up to you to decide whether or not to take part. If you do, you will be given this sheet to keep and you will be asked to sign a consent form. You may withdraw from the project at any time without giving a reason.

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

Disposable cameras will be left in the Occupational Therapy Department. If you decide to take part, please use one of these cameras to take photographs of the internal and external hospital environment. You can take as many or as few photographs as you wish. You will be asked to sign for the camera and return it to OT so the photographs can be developed.

The aim of the photographs is to show your perspective of your environment, so please use the cameras in any way that you like to show this.

*It is important that you take photographs of the environment only and not other people as they may not agree to being photographed!*

You may also be asked to take part in one taped interview lasting approximately 20-40 minutes. You do not have to take part in an interview, and you can still take photographs if you decide not to be interviewed. If you do decide to participate in an interview, your photographs will be developed beforehand by the researcher and brought to the interview. This is your opportunity to explain your reasons behind taking a particular photograph, as well as reflecting on what it was like taking part in the project.

### **What are the possible disadvantages and risks of taking part?**

Taking part in the research is unlikely to present serious risks although participants might find some issues that are discussed upsetting, for example, aspects of the environment they dislike. The researcher is trained to respond appropriately should this situation arise and will be able to give information and support if this is needed.

### **What are the possible benefits of taking part?**

Many people find taking part in photography projects enjoyable and they appreciate the opportunity to express their views. The information from this study will also help us learn more about using photographs to evaluate healthcare environments.

### **Will my taking part in this project be kept confidential?**

All information you provide during the research project will be kept strictly confidential. Interview transcripts will have your name removed so that you cannot be recognised from them. Your name will not be associated with any photograph used in the project.

### **What will happen to the results of the project?**

The results are likely to be reported and published at conferences and may be published in academic and professional journals. You will not be identified in any publication. You will be able to see a summary of the results of the project if you wish.

### **Who is organising the project?**

The project is part of a PhD study being undertaken by Ellie Byrne at the University of the West of England, Bristol. Ellie is working with support from a supervisory team of senior academic staff.

### **Who has reviewed the project?**

The project was reviewed by Wiltshire NHS Research Ethics Committee and by the University of the West of England Ethics Committee.

### **What if something goes wrong?**

If you wish to complain, or have any concerns about any aspect of the way you have been approached or treated during the course of this study, you can speak to somebody confidentially at the University of the West of England. In this event please contact:

Norma Daykin

#### **Faculty of Health and Social Care**

University of the West of England

Glenside Campus

Blackberry Hill

Fishponds

BS16 1DD

0117 3288474

If you are harmed by taking part in this research project, there are no special compensation arrangements. If you are harmed due to someone's negligence, then you may have grounds for a legal action but you may have to pay for it.

### **Contact for Further Information**

If you would like to take part or would like further information please contact:

Ellie Byrne

First Floor Flat

43 Claremont Road

Bristol

BS7 8DN

Tel: 07846 923660

Email: [eleanor4.byrne@uwe.ac.uk](mailto:eleanor4.byrne@uwe.ac.uk)

Thank you

## *Information sheet for service users: Phase 3*



### ***Photography Project at Callington Road***

#### **Information for Service Users**

##### **Invitation to take part in a photography project**

You are being invited to take part in a research project that explores how photographs can be used to understand people's perspectives on the environment at Callington Road Hospital. Before you decide to take part, it is important that you understand why the project is being done and what it involves. Please take the time to read the following information carefully.

##### **What is the purpose of the study?**

The study is part of a PhD project and aims to explore how photographs can be used to understand how people think and feel about their environment. Using people's photographs as data in research is relatively new. This project hopes to develop ways in which photographic images can be interpreted alongside interview data.

##### **Why have I been chosen?**

You are being invited to take part because you have experience of Callington Road Hospital. It is up to you to decide whether or not to take part. If you do, you will be given this sheet to keep and you will be asked to sign a consent form. You may withdraw from the project at any time without giving a reason.

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

If you decide to take part, I will meet you and give you a disposable camera. I will ask you to use the camera to show me what you think of your surroundings. You can decide what you would like to take photographs of, and I will walk with you and ask you to say a little bit about why you are taking each one. You can take as many or as few photographs as you wish. The aim of the photographs is to show your perspective of your environment, so please use the cameras in any way that you like to show this.

*It is important that you take photographs of the environment only and not other people as they may not agree to being photographed!*

You may also be asked to take part in one taped interview lasting approximately 20-40 minutes. You do not have to take part in an interview, and you can still take photographs if you decide not to be interviewed. If you do decide to participate in an interview, your photographs will be developed beforehand by the researcher and brought to the interview. This is your opportunity to explain your reasons behind taking a particular photograph, as well as reflecting on what it was like taking part in the project.

### **What are the possible disadvantages and risks of taking part?**

Taking part in the research is unlikely to present serious risks although some people might find some issues that are discussed upsetting, for example, aspects of the environment they dislike. I am trained to respond appropriately should this situation arise and will be able to give information and support if this is needed.

### **What are the possible benefits of taking part?**

Many people find taking part in photography projects enjoyable and they appreciate the opportunity to express their views. The information from this study will also help us learn more about using photographs to evaluate healthcare environments.

### **Will my taking part in this project be kept confidential?**

All information you provide during the research project will be kept strictly confidential. I will take notes while you are taking the photographs but they will not have your name on them. If you decide to take part in a follow-up interview, Interview transcripts will have your name removed so that you cannot be recognised from them. Your name will not be associated with any photograph used in the project.

### **What will happen to the results of the project?**

The results are likely to be reported and published at conferences and may be published in academic and professional journals. You will not be identified in any publication. You will be able to see a summary of the results of the project if you wish.

### **Who is organising the project?**

The project is part of a PhD study being undertaken by Ellie Byrne at the University of the West of England, Bristol. Ellie is working with support from a supervisory team of senior academic staff.

### **Who has reviewed the project?**

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Norma Daykin

**Faculty of Health and Social Care**

University of the West of England

Glenside Campus

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If you are harmed by taking part in this research project, there are no special compensation arrangements. If you are harmed due to someone's negligence, then you may have grounds for a legal action but you may have to pay for it.

**Contact for Further Information**

If you would like to take part or would like further information please contact:

Ellie Byrne

21 Kings Road

Cardiff

CF11 9BZ

Tel: 07846 923660

Email: [eleanor4.byrne@uwe.ac.uk](mailto:eleanor4.byrne@uwe.ac.uk)

Thank you

## *Information sheet for staff*



### ***Photography Project at Callington Road***

#### **Information for Staff**

##### **Invitation to take part in a photography project**

You are being invited to take part in a research project that explores how photographs can be used to understand people's perspectives on the environment at Callington Road Hospital. Before you decide to take part, it is important that you understand why the project is being done and what it involves. Please take the time to read the following information carefully.

##### **What is the purpose of the study?**

The study is part of a PhD project and aims to explore how photographs can be used to understand how people feel about their environment. Using people's photographs as data in research is relatively new. This project hopes to develop ways in which photographic images can be interpreted on their own and alongside interview data.

##### **Why have I been chosen?**

You are being invited to take part because you have experience of Callington Road Hospital as a member of staff. The nature of your employment is not important and any member of staff can take part. It is up to you to decide whether or not to take part. If you do, you will be given this sheet to keep and you will be asked to sign a consent form. You may withdraw from the project at any time without giving a reason.

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

If you decide to take part, you will be provided with a disposable camera to take photographs of the internal and external hospital environment. You can take as many or as few photographs as you wish, and you can share the camera with colleagues if they also wish to take some photographs. Service users are being provided with cameras through the Occupational Therapy department.

The aim of the photographs is to show your perspective of your environment, so please use the cameras in any way that you like to show this.

*It is important that you take photographs of the environment only and not other people as they may not agree to being photographed!*

You may also be asked to take part in one taped interview lasting approximately 20-40 minutes. You do not have to take part in an interview, and you can still take photographs if you decide not to be interviewed. If you do decide to participate in an interview, your photographs will be developed beforehand by the researcher and brought to the interview. This is your opportunity to explain your reasons behind taking a particular photograph, as well as reflecting on what it was like taking part in the project.

### **What are the possible disadvantages and risks of taking part?**

Taking part in the research is unlikely to present serious risks although participants might find some issues that are discussed upsetting, for example, aspects of the environment they dislike. The researcher is trained to respond appropriately should this situation arise and will be able to give information and support if this is needed.

### **What are the possible benefits of taking part?**

Many people find taking part in photography projects enjoyable and they appreciate the opportunity to express their views. The information from this study will also help us learn more about using photographs to evaluate healthcare environments.

### **Will my taking part in this project be kept confidential?**

All information you provide during the research project will be kept strictly confidential. Interview transcripts will have your name removed so that you cannot be recognised from them. Your name will not be associated with any photograph used in the project.

### **What will happen to the results of the project?**

The results are likely to be reported and published at conferences and may be published in academic and professional journals. You will not be identified in any publication. You will be able to see a summary of the results of the project if you wish.

### **Who is organising the project?**

The project is part of a PhD study being undertaken by Ellie Byrne at the University of the West of England, Bristol. Ellie is working with support from a supervisory team of senior academic staff.

### **Who has reviewed the project?**

The project was reviewed by Wiltshire NHS Research Ethics Committee and by the University of the West of England Ethics Committee.



**What if something goes wrong?**

If you wish to complain, or have any concerns about any aspect of the way you have been approached or treated during the course of this study, you can speak to somebody confidentially at the University of the West of England. In this event please contact:

Professor Norma Daykin

**Faculty of Health and Social Care**

University of the West of England

Glenside Campus

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Fishponds

BS16 1DD

0117 3288474

If you are harmed by taking part in this research project, there are no special compensation arrangements. If you are harmed due to someone's negligence, then you may have grounds for a legal action but you may have to pay for it.

**Contact for Further Information**

If you would like to take part or would like further information please contact:

Ellie Byrne

10 Blanche Street

Cardiff

CF24 1QT

Tel: 07846 923660

Email: [ByrneE@Cardiff.ac.uk](mailto:ByrneE@Cardiff.ac.uk)

Thank you

## *Information sheet for focus group participants*



### ***PhD on Visual methods***

#### **Information for Participants**

You are being invited to take part in a research project that explores how photographs can be used in qualitative research. At this stage of my project I would like to explore the interpretation of photographic images with and without accompanying textual support.

Your involvement will consist of participation in a focus group with other researchers. The focus group will discuss individual and group responses to a series of photographs.

The focus group will last approximately 90 minutes and will be digitally recorded and transcribed. The focus group will take place at CISHE in the upstairs seminar room. All identifying information will be removed from the transcripts and you will not be identified in any reports. A thematic analysis will be performed on the data and anonymous quotations may be included in my thesis, and possibly one or more journal articles.

I will inform you when the results of the research are available.

The original project was reviewed by Wiltshire NHS Research Ethics Committee and by the University of the West of England Ethics Committee. This methodological development has been reviewed by the University of the West of England Ethics Committee.

#### **Contact for Further Information**

If you would like further information please contact:

Ellie Byrne  
10 Blanche Street  
Cardiff  
CF24 1QT  
Tel: 07846 923660  
Email: [ByrneE@Cardiff.ac.uk](mailto:ByrneE@Cardiff.ac.uk)

**Director of Studies: Professor Norma Daykin**  
[Norma.daykin@uwe.ac.uk](mailto:Norma.daykin@uwe.ac.uk)

# Appendix 5: Consent forms

## *Service users and staff*



University of the  
West of England

Participant Identification Number for this study:

## CONSENT FORM

### Title of Project

**Visual Data in Qualitative Research: a study exploring the use of photographs to evaluate mental health care environments**

Name of Researcher:

**Please tick box**

I confirm that I have read and understand the information sheet dated .....   
for the above study and have had the opportunity to ask questions.

I understand that my participation is voluntary and that I am free to  
withdraw at any time, without giving any reason, without my medical care  
or legal rights being affected.

I am happy for my photographs to be included in the research project.

I am happy to be interviewed as part of the research project.

\_\_\_\_\_  
Name of Participant

\_\_\_\_\_  
Date      Signature

\_\_\_\_\_  
Name of Researcher taking consent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

## *Focus group participants*



University of the  
West of England

Participant Identification Number for this study:

## **CONSENT FORM**

### **Title of Project**

**Visual Data in Qualitative Research: a study exploring the use of photographs to evaluate mental health care environments**

Name of Researcher:

By signing below, I (participant) agree that:

1. I confirm that I have read and understand the information sheet for the above study and have had the opportunity to ask questions.
2. I understand that my participation is voluntary and that I am free to withdraw at any time, without giving any reason, without my medical care or legal rights being affected.
3. I am happy to take part in the research project.

\_\_\_\_\_  
Name of Participant

\_\_\_\_\_  
Date    Signature

\_\_\_\_\_  
Name of Researcher taking consent Date

\_\_\_\_\_  
Signature