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## Participant Information Letter

**Project title:** Know Injury - evaluation  
**Approval Number:** 2021-02419-FORTINGTON  
**Principal Investigator:** Dr Lauren Fortington

### An invitation to participate in research

Thank you for considering participation in our research. Your participation is important to ensure Injury Matters' Know Injury program remains relevant and accessible to you into the future.

You have been identified from the Injury Matter's database because of your participation in one or more of the following:

- **INFORMATION:** you accessed resources through the website, social media or e-news
- **WORKFORCE:** you are part of the injury prevention workforce or work in an LGA, and attended a training event, lecture, Injury Prevention Summit or collaborated on strategies.
- **COLLABORATION:** you engaged with CONNECT.ed or took part in an Injury Prevention Network meeting

Please read this information carefully. Ask questions about anything that you do not understand or want to know more about. Before deciding whether or not to take part, you might want to talk about it with a relative or friend.

If you decide you want to take part in the research project, you will be asked to respond to a consent question at the beginning of the research. By giving consent, you are telling us that you:

- Understand what you have read;
- Consent to take part in the research project;
- Consent to be involved in the research described;
- Consent to the use of your personal information as described.

### What is this project about?

Injury Matters provide several activities to help the Western Australian workforce and community *Know Injury* so everyone can enjoy a long, healthy and active life. To ensure the Know Injury program activities are relevant and accessible to you, we need your help.

Researchers at Edith Cowan University have been engaged by Injury Matters to review the Know Injury program and find answers to questions such as:

- what was most valuable to people who attended an activity or used the information resources?
- what activities or resources could be changed or improved so that they are more beneficial for you?
- what ideas you have for future injury prevention capacity building activities?

The questions in this research are designed to understand what participating in the Know Injury program has had on your practice and knowledge and what injury prevention needs you currently have and expect to see in future years. This project has been funded by Injury Matters through a project grant to researchers at Edith Cowan University.

### **What does my participation involve?**

If you agree to participate, you will be asked to complete an online survey, which will take approximately 15 minutes of your time. The online survey will be completed by you in your own time. Some questions require a response to be selected from a list provided, and others ask that you provide a short statement in your own words. Remember, there are no right or wrong answers, just your experiences to be shared.

The research team will collate the responses you provide and write a report for Injury Matters based on the information they receive from all participants. This means that your responses will not be linked directly to you. You should feel free to share constructive criticism or experiences you found to be disappointing. Of course, we would also like to know the Know Injury program activities you enjoy and learn from and what it is about these activities that you think make them beneficial.

### **Do I have to take part in this research project?**

Your participation in this research project is voluntary. If you do not wish to take part, you do not have to. If you decide to take part and later change your mind, you are free to withdraw from the project at any time.

Taking part in this survey, or choosing not to take part, will have no influence on your access or ongoing participation to any Injury Matters services.

### **Your privacy**

Researchers at Edith Cowan University are conducting this project on behalf of Injury Matters. You can be guaranteed confidentiality and freedom to provide your honest opinions. No external organisations will have access to your personal details or have direct input to the interpretation of the results.

By electronically signing the consent form, you consent to the research team collecting and using personal information about you or information about your health for the research project. Any information obtained in connection with this research project that can identify you will remain confidential. Your information will only be used for the purpose of this research project and future research projects of Know Injury and it will only be disclosed with your permission, except as required by law.

It is anticipated that the results of this research project will be published and/or presented in a variety of forums. In any publication and/or presentation, information will be provided in such a way that you cannot be identified, except where requested for specific reasons, and then you will be asked to provide written consent.

In accordance with relevant Australian and/or Western Australian privacy and other relevant laws, you have the right to request access to the information about you that is collected and stored by the research team. You also have the right to request that any information with which you disagree be corrected. Please inform the research team member named at the end of this letter if you would like to access your information.

All data collected will be kept in accordance with ECU's Data Management Policy. Electronic data will be stored on a secure Microsoft SharePoint site provisioned by ECU's IT Services. All records will be stored as required in ECU's Records Management Policy. The data will be retained for seven years and destroyed, if appropriate at the end of the retention period. Data will be de-identified when stored and at the end of the retention period, the data will be destroyed, if appropriate under the State Records Act.

### **Possible Benefits**

There are no direct benefits if you take part in the research. However, your responses will help to shape the types of activities and opportunities that Injury Matters offer through the Know Injury program. These activities are designed for you and your peers and this research offers a chance to have a say on what would be most relevant and accessible for your needs. As a small incentive to encourage responses, we are offering a gift card for three lucky people who take part in the online survey. At the end of the questionnaire, you have the opportunity to opt-in to the prize draw to win one of three Coles-Myer gift cards, valued at \$50 each. Your contact details will be used to notify you if you are successful in the prize draw. Your contact details will not be linked with your responses.

## Possible Risks and Risk Management Plan

There are no known risks to participating in this research project.

## What happens when this research study stops?

We will advise you of the outcomes via the Know Injury e-news and website. We may also publish our results in research journals or present them at research conferences locally, nationally internationally. Your name or any other identifying information will not be included in any of the publications or presentations.

## Has this research been approved?

This research project has received the approval of Edith Cowan University's Human Research Ethics Committee, in accordance with the National Health and Medical Research Council's *National Statement on Ethical Conduct in Human Research 2007 (Updated 2018)*. The approval number is 2021-02419-FORTINGTON.

## Contacts

If you have any questions regarding the research, please contact the Chief Investigator:

Chief Investigator

Dr Lauren Fortington

Senior Research Fellow

Edith Cowan University

P: 08 6304 2383

E: l.fortington@ecu.edu.au

If you have any concerns or complaints about the research project and wish to talk to an independent person, you may contact:

Independent Person

Research Ethics Support Officer

Edith Cowan University

P: (08) 6304 2170

E: research.ethics@ecu.edu.au

If you wish to participate in this research, please access the study link and answer the consent questions to access the questionnaire.

Sincerely,

Dr Lauren Fortington  
Chief Investigator