November 2012

Letter of Information and Consent – Participants of KT Intervention with Pre-Intervention & Post-Intervention Surveys

Study Title: Knowledge Mobilization of Canada’s Compassionate Care Benefit for Employers/Human Resources Personnel

Investigators:

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Purpose of the Study:

You are invited to take part in a research studying being conducted through McMaster University on knowledge translation (KT) strategies specific for employers, managers and human resources personnel involved in implementing employee benefit programs. The purpose of this research is to develop employer-, manager- and human resources personnel-specific knowledge information resources about the Compassionate Care Benefit (CCB) and evaluate their effectiveness (tools may include pamphlets, posters, pens, etc.). The outcomes of this study will be the production of informational resources about the CCB.

Procedures involved in the Research:

This research protocol has several steps. The step being undertaken today will be explained below.

c. Participate in the Intervention Process which includes the following 3 steps:
   1. Pre-Intervention Survey
   2. 1-month KT strategy intervention
   3. Post-Intervention Survey

Potential Harms, Risks or Discomforts:

Although there are no obvious harms, risks or discomforts, you may experience some discomfort sharing your opinion about the KT strategies. Please be aware that all information is valuable and that anything you say in the pre- and post-surveys will remain confidential.
Potential Benefits:

Given the current lack of knowledge and low-uptake of the CCB, this knowledge translation program will provide an opportunity to increase knowledge about the program with employers, managers and human resources personnel, subsequently improving your ability to support informal caregivers. Beyond informing and empowering employers, managers and human resources personnel, like you, of this particular program, this knowledge translation strategy will also yield understanding about a multi-faceted knowledge translation approach for public health and social policy. I hope that the results of the study may prove generalizable to other social and health programs, helping policy makers and program planners to better market their own policies.

Confidentiality:

Your participation in the KT strategy intervention, as well as pre- and post-intervention surveys, will remain completely confidential in the study findings.

After the completion of this study, any record of the surveys will be destroyed and discarded, unless you indicate otherwise. If at any time, you have questions or concerns about confidentiality, please do not hesitate to contact us via the information provided at the start of this letter.

Participation and withdrawal:

Your participation in this study is completely voluntary. You can withdraw at any time after starting the intervention process if you so choose.

Information about the study results:

I expect this study to be completed by May 2013. If you would like a brief summary of the results, or the full research findings, please let me know how you would like it sent to you by filling out that section on the survey.

Questions about the study:

If you have questions or require more information about the study, please contact me. My information can be found at the beginning of this letter of information.

This study has been reviewed by the McMaster University Research Ethics Board and received ethics clearance. If you have concerns or questions about your rights as a participant or about the way the study is conducted, please contact:

McMaster Research Ethics Secretariat
Telephone: 905-525-9140 ext. 23142
C/o Office of Research Services
Email: ethicsoffice@mcmaster.ca