**PARTICIPANT INFORMATION AND CONSENT FORM (PICF)**

**Interviews and Focus Groups**

**PROJECT TITLE:** **Nurses’ clinical decision making on pressure injury prevention in ICU settings**

**APPLICATION NUMBER:** 2025-4214E

**PRINCIPAL INVESTIGATOR: Professor Jenny Sim****STUDENT RESEARCHER** **AND DEGREE: Joanne Cordina, PhD Candidate**

Dear Participant,

You are invited to participate in the research project described below.

**1. What is the project about?**

The research project aims to understand nurses' clinical decision-making when implementing pressure injury prevention activities for patients at risk of developing a pressure injury in the intensive care unit (ICU) setting.A pressure injury is defined as “localised damage to the skin and/or underlying tissue caused by pressure alone, or in, combination with shear. Pressure injuries usually occur over a bony prominence but may also be related to a medical device or other object” (EPUAP et al., 2014, p. 16). You have been invited to participate in this research project because you have registered your interest in being involved in nursing research with the Australian College of Critical Care Nurses (ACCCN). The ACCCN has contacted you with details about this study which involves participating in an interview and focus group.

**2.Who is undertaking the project?**

This project is being conducted by Joanne Cordina and will form the basis for the degree of Doctor of Philosophy at the Australian Catholic University under the supervision of Professor Jenny Sim, Dr Kaye Rolls and Dr Flora He. The supervisory researchers are experienced in conducting research and have all completed Doctoral qualifications. Joanne, Jenny, and Kaye have an extensive background in Intensive Care Nursing. Jenny has extensive research in pressure injury prevention. All researchers have expertise in nursing education.

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| This research is funded by a scholarship from the Australian government as part of a Higher Degree Research study. |

**3. Who can take part in this study?**

Participation in this study is subject to certain eligibility criteria:

*Interviews*

* You can take part if you are a Registered Nurse who has worked in an ICU setting for 5 years or more.
* You will not be able to take part if you have worked in an ICU setting for less than 5 years, are unable to communicate in English, or if you are not currently working in an ICU setting.

*Focus groups*

* *You can take part in a focus group if you were a participant in an individual interview.*

**4. What will I need to do to participate in this study?**

If you decide to participate in this research, you will first be invited to an individual interview. Following this, you may also be invited to join a focus group with other interview participants. For participation in these individual interviews and focus groups, you will be sent a consent form in advance and asked to sign and return it to the researcher before the first interview takes place. The consent form will include participation in both the interview and the focus group. Both the interview and focus group will be held online using MS Teams.

*Individual interviews*

The individual interviews will take approximately 1 hour, and in the interview you will be asked questions about a recent patient you cared for who was at risk of developing a pressure injury. The interview questions will focus on your experience of caring for a patient who was at risk of developing a pressure injury. The questions will ask you to provide details on the care you provided for that patient and the pressure injury prevention interventions you used on that shift. Questions will be used to try to explore your decision making related to the care you provided.

With your consent, the research team would like to audio/video record the interview for transcription purposes. Transcription means we will type up what you have said so we don't miss anything, and so we can analyse the information you have provided. You may choose not to have your camera turned on during the interview, and if this occurs then only an audio recording will be made. Members of the research team will transcribe the interview. If you do not wish to be recorded, but would like to participate, you can ask the research team if written notes can be taken. To protect your identity, and in line with best practice, your data will be coded by allocating you a pseudonym. The pseudonym will be created by the research team.

Your interview transcript will be sent to you for review. The review allows you to add any further information, or to change or remove anything you said during the interview. Please return the transcript within 2 weeks of receiving it. If we do not receive a response from you within this period, your data will be included in the study as we will assume that you are satisfied with the transcript of the interview.

*Focus groups*

After the individual interviews are completed, you will be invited to participate in a focus group. The focus group will take approximately 60 to 90 minutes and include up to 5 Registered Nurses who also took part in individual interviews in phase 1 of this study. The focus group will be held online at a mutually agreed-upon time. During the focus group, you will be presented with information from phase 1 of the study, including vignettes developed from individual participants’ experiences of caring for patients at risk of pressure injuries. The focus group will provide an opportunity to collaborate with other participants and share your experiences and views about the care required for those patients. The questions will explore in more depth some common themes and data derived from the individual interviews.

With your consent, the focus group discussion will be audio and/or video recorded for transcription. You may choose not to have your camera turned on during the interview, and if this occurs then only an audio recording of you will be made. The research team will transcribe the recording. No identifying data on individual participants will be retained within the transcript. If your unique contribution can be identified, it will be coded with the same pseudonym used in phase 1. The discussions within the focus group are confidential and should not be discussed outside the group. As individual participants may not be able to be identified separately, the transcript will not be sent to you for review. As the output of this research phase is the development of vignettes to be used in phase 3, the final versions of the vignettes will be sent to you on request.

**5. Do I have to take part in this research?**

There is no obligation to participate in this research and if you do not wish to take part, you do not have to. Your participation is completely voluntary, and you may withdraw without consequence and explanation. Your decision to participate or not, or to take part and withdraw, will in no way affect your relationship with the Australian Catholic University or any parties involved in this research.

Before deciding to take part in this research study, please read the information carefully and feel free to ask questions. If you agree to participate in this study, you will be asked to complete a Consent Form at the end of this document and to keep a copy of this form.

**6. Are there any risks associated with participating in this project?**

Whilst there are no foreseeable risks in this research, you may find some of the questions/activities/ procedures uncomfortable or distressing as you will be asked to recall the care you provided.

As this research is voluntary, if you were to become distressed or upset, you can skip a question, can take a break, or stop. Support service links that are available to you:

* Lifeline: 13 11 14
* 13YARN (13 92 76) Australia for Indigenous Australians
* Your Organisation’s employee assistance program
* General Practitioner

**7. Are there any costs or reimbursements involved?**

There are no costs associated with participation other than your time. Participants will receive a $50 gift voucher as a token of appreciation for your participation and time.

***8*. What are the benefits of the research project?**

Although there may be no direct benefits to your involvement in this research, the benefits from this research may improve patient, nurse and healthcare outcomes.

**9. Can I withdraw from the study?**

Participation in this study is completely voluntary. You are not under any obligation to participate. If you agree to participate, you can withdraw from this study by contacting the researchers on the contact details below. You can withdraw at any time up until 2 weeks after the interview has been conducted. Because focus groups involve discussion with up to 5 research participants, it may not be possible to withdraw your individual data from the focus group recordings.

*Interviews*

If you withdraw, your data will be deleted from the dataset.

*Focus Groups*

Due to the way focus group discussions are recorded, the research team may not be able to withdraw or destroy individual participant responses after the focus group has begun.

**10. Will anyone else know the results of the project or have access to my information?**

Any information or personal details gathered during this study are confidential and will not be shared with third parties without your consent. The data from this research project will only be accessible to the research team and will be shared and stored on ACU secure servers (e.g. SharePoint, OneDrive or file servers) for 15 years in a *non-identifiable format where your identity will remain unknown*.

*ACU will manage your personal information and share data in accordance with its Privacy Policy. This includes compliance with the Guidelines under Section 95 of the Privacy Act 1988 (s95 guidelines) to ensure that the proposed handling of personal information does not breach the Privacy Act 1988. I*

In limited cases, your data may also be viewable to ACU systems/software staff and administrators to address IT issues.

 With *your consent, data may also be used for future research or shared with collaborators or others for new research. Data will be saved on ACU OneDrive and SharePoint. The data may be reassessed and made available in a deidentified format by the researchers named in this study for future studies relating to nurses’ clinical decision-making and pressure injuries*.

**11. Will I be able to find out the results of the project?**

The results of the study will be published in professional journals, at conferences and in a thesis. All information about you will be published in a way that will not identify you in any way. It will be published in an aggregated format. If you would like to receive a copy of the results, or a plain English summary, please contact a member of the research team listed below. We will only use these details to send you the results of the research.

**12. Who do I contact if I have questions about the project?**

If you have any questions or concerns about the project, please contact a member/s of the research team below.

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| **Name** | Joanne Cordina |
| **Position** | PhD student |
| **Email** |  joanne.cordina@myacu.edu.au |
| **Name** | Jenny Sim |
| **Position** | Professor of Nursing |
| **Telephone** | 02 97392760 |
| **Email** | Jenny.Sim@acu.edu.au |

***What if I have a complaint or any concerns about the research study?***

The study has been reviewed by the Human Research Ethics Committee at Australian Catholic University (review number2025-4214E if you have any complaints or concerns about the conduct of the project, you may email the Manager of Research Ethics and Integrity, the Office of the Deputy Vice Chancellor (Research and Enterprise) at [Resethics.manager@acu.edu.au](file:///%5C%5Cisilon-cluster.acustaff.acu.edu.au%5Cdepartment%24%5CResearch%5CETHICS%5CADMINISTRATION%5CWebsite%20documents%20and%20material%5CResethics.manager%40acu.edu.au)

Any complaint or concern will be treated in confidence and reviewed and acted upon, as appropriate.

**13. I want to participate, what do I have to do?**

Please sign the Consent Form below and return to the researcher via email,

Yours sincerely,

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| Ms Joanne Cordina | Prof Jenny SimA close-up of a couple of names  Description automatically generated | Dr Flora He | Dr Kaye Rolls |

* ***Please retain a copy of this information letter insert weblink or PDF***

**Consent Form – Participant Consent**

* I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read the Participant Information Sheet; I have had an opportunity to ask questions and I am satisfied with the answers I have received. I understand the purposes, study tasks and risks of the research described in the study, and understand I am free to withdraw at any time during the study, and withdrawal will not affect my relationship with any of the ACU research team members.
* I understand that if I withdraw from the interview up to 2 weeks following the interview, or prior to data aggregation, or use of data in presentations and publications, then my data will be deleted from the dataset.
* I understand that if I withdraw from the focus group before the focus group is conducted, my data will be deleted from the dataset.
* I understand my responses within the focus group cannot be withdrawn after the focus group has been conducted as they may not be individually identifiable.

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* *I consent to my research data, as described at section 10 of this document, being used for future research, and being shared by the research team and its collaborators. Only data that is specific to the aims of this research, an extension of, or closely related to, will be used. All information will be shared in a format that will not identify me in any way.*
* *I agree to this interview and focus group being audio/video recorded*
* *I would like to receive a copy of the study results or a summary via email or post, and I have provided my personal details below for this purpose only.*

I agree to participate in this research:

* Yes
* No

**Participant Signature/*Can be online.***

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| **Name of participant:** |
| **Signature:** |
| **Date:** |
| **Contact details:** |

**Researcher Declaration**

* I have provided a verbal explanation (as necessary) of the research study, its activities and risks and believe that the participant has understood that explanation.

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| **Name of researcher:** |
| **Signature:** |
| **Date:** |

**Student researcher Signature (if applicable) \*Please ensure an appropriately qualified member of the research team provide the explanation of, and information concerning the research study.**

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| **Name of student researcher: Joanne Cordina** |
| **Signature:**  |
| **Date:** |

\*EPUAP, NPIAP, & PPPIA. (2014). European Pressure Ulcer Advisory Panel, National Pressure Injury Advisory Panel and Pan Pacific Pressure Injury Alliance. Prevention and Treatment of Pressure Ulcers/Injuries: Clinical Practice Guideline. The International Guideline.