***Participant Information Sheet***

*An exploration of how meaningful participation by adults at risk is facilitated within adult protection case conferences.*

You are invited to take part in a research study. Before you decide whether to take part it is important for you to understand why the study is being done and what is involved. Please take time to read the following information carefully. Talk to others about the study if you wish. Please contact me if there is anything that is not clear or if you would like more information.

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

Those who are subject to adult protection processes have a right to have their voice heard and be supported to be involved in decisions about their lives. Human Rights legislation and Conventions require signatory States to promote equal rights, full inclusion and participation in decisions affecting people who use public services.

The aim of this research is to understand how people are meaningfully participating in their Adult Protection Case Conference (APCC). The research focusses specifically on the case conference because it is a key stage of the adult protection process where the protection plan is developed. This plan has potentially life changing implications for the person.

The researcher aims to interview independent advocacy workers, social workers, APCC chairs, and adults at risk.   A thematic analysis of the findings will be written up and disseminated to participants and the adult support and practice community of practice.

**Why have I been asked to take part?**

You have been asked to take part because you have experience of adult protection case conferences or other formal multi-professional planning meeting.

**Do I have to take part?**

No, it is up to you to decide whether to take part. If you decide to take part, please keep this information sheet, and return the signed consent form to Kate Fennell K.fennell@napier.ac.uk . If you decide to take part, you are still free to withdraw at any time and without giving a reason.

**What will happen if I take part?**

If you agree to participate, you will be asked to meet with Kate to discuss your experiences of participation in an Adult Protection Case Conference. This discussion will be arranged at a suitable time for you and last no longer than an hour. All discussions will be audio recorded using an encrypted device. Kate will also take notes. After the discussion, the audio file will be written into text. Once this has been checked for accuracy, the audio recording will be destroyed.

If you decide to withdraw from the study, you can request that your information is withdrawn from the study up until the analysis is undertaken (August 2024). You can request this by contacting Kate Fennell K.fennell@napier.ac.uk

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

We may develop a better understanding of the supports and barriers to service user participation in multi-professional meetings including adult protection case conferences.

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

I do not think that there are any disadvantages, however if you agree to participate, you will be required to give up some time to take part lasting no longer than 60 minutes. If a participant should become distressed during the research project, I will ensure that they receive the appropriate care and support.

**Will my taking part in the study be kept confidential?**

All personal identification information collected during the course of the research will be kept confidential. There are strict laws that safeguard your privacy at every stage. Your name and any other identifiable information will be removed from the data so that you cannot be recognised.

**What will happen to the results of the study?**

The study will be written up as a report and the findings may published in health and social care journals and presented at workshops and conferences. Non-identifiable quotes from discussions may be used in all of these.

**Who has reviewed the study?**

The study proposal has been reviewed by Edinburgh Napier University School of Health and Social Care Research and Integrity Committee 3061068.

Additional Contact Information:

If you have any questions, please contact:

**Kate Fennell** **K.fennell@napier.ac.uk**

Or

**Director Of Studies: Professor Jill Stavert** **J.Stavert@napier.ac.uk**

If you would like to discuss this study with an independent person, please contact:

**Dr Coral Hanson, Ethics Chair for the School of Health and Social Care on 0131 455 3457 or email** c.hanson@napier.ac.uk