

Audiologist's views on providing hearing care services for musicians

Participant Information Sheet (PIS)

You are being invited to take part in a research study which aims to understand how audiologists across the United Kingdom provide hearing care services for musicians. This research is being conducted as part of an MSc in Clinical Science. Before you decide whether to take part, it is important for you to understand why the research is being conducted and what it will involve. Please take time to read the following information carefully before deciding whether to take part and discuss it with others if you wish. Please ask if there is anything that is not clear or if you would like more information. Thank you for taking the time to read this.

About the research

➤ **Who will conduct the research?**

Mark Smith who is an MSc Clinical Science (Neurosensory Science) student and Dr Samuel Couth who is a lecturer in the Division of Human Communication, Development & Hearing at The University of Manchester. Dr Alinka Greasley from the University of Leeds will be acting as a Consultant Researcher on this project.

➤ **What is the purpose of the research?**

The purpose of this research is to gather insights from audiologists across the UK about their experiences of caring for musicians' hearing. In addition, we aim to gather information on the attitudes, capabilities, opportunities, and motivation for providing audiology services for musicians. We are hopeful that the insights gained from this study will help to ensure a high standard of care for these patients.

We are getting in touch with you directly or via your employing clinic to take part in this study as a UK-based audiologist or hearing aid dispenser.

➤ **Am I suitable to take part?**

We are looking for any UK-based audiologist or hearing aid dispenser with any level of experience of working with musicians to take part in this study. We want to gain a breadth of views and opinions from the profession, so please do not be put off if you are not confident or have little-to-no experience of working with this patient group. We would also like to recruit audiologists with a range of musical experience, including those with no musical background.

➤ **Will the outcomes of the research be published?**

This research will be used as part of a research project for Mark's MSc. We hope to also to publish this research in a journal in the future and the findings may be presented in oral or poster presentations at scientific conferences and meetings.

➤ **Who has reviewed the research project?**

This research has been reviewed by the Division of Human Communication, Development & Hearing Ethics Committee.

What would my involvement be?

➤ What would I be asked to do if I took part?

You will be asked to complete an online survey on the online platform Qualtrics. This can be accessed via any desktop or mobile device with connection to the internet. This survey will take approximately 10-15 minutes to complete. The survey will ask a range of questions on providing audiology services for musicians and will mainly be in tick box form with some short written answers.

At the end of the survey, you will be asked if you would like to take part in a follow up interview. If you are interested in taking part, you will be directed to a separate online survey where you will be asked to leave your name and email address for the researcher to contact you. The researcher will then get in touch with you via email to arrange a suitable date and time for the interview. The interview will be conducted remotely over Zoom with Mark and will last approximately 30-60 minutes. The interview aims to expand on the questions from the survey by collecting more detailed insights into your experiences and attitudes towards providing hearing care for musicians.

➤ Will I be compensated for taking part?

There is no compensation for participating in this research.

➤ What happens if I do not want to take part or if I change my mind?

It is up to you to decide whether to take part. A link to the survey has been distributed along with this information sheet and can also be accessed via:

https://www.qualtrics.manchester.ac.uk/jfe/form/SV_eyS0Bfdqf7Di7Ge

It is okay to provide your details to take part in a follow up interview but change your mind at a later date. If you do decide to take part, you will be given this information sheet to keep and will be asked to tick a box at the start of the survey to confirm your consent to taking part. At the beginning of the interviews, your consent will be recorded verbally.

If you decide to take part you are still free to withdraw at any time without giving a reason and without detriment to yourself. However, it will not be possible to remove your data from the project once it has been anonymised as we will not be able to identify your specific data. This does not affect your data protection rights. If you decide not to take part, you do not need to do anything further.

The audio from the interviews will be recorded via Zoom to be transcribed at a later date. These recordings are essential to your participation in the interview. You should feel comfortable with the recording process at all times and are free to stop the recording at any time.

For both the survey and the interview questions, you can skip any questions that you do not want to answer and you can provide as much or as little information as you wish.

Data Protection and Confidentiality

➤ **What information will you collect about me?**

To take part in the survey, we do not need to collect any information that could identify you, called “personal identifiable data”. However, if you would like to take part in the follow up interview, we will need to collect your name and email address so that we can contact you to arrange a time for the interview. These data will be stored separately from the rest of the data and will not be able to be linked to your answers in the survey. This will be kept for the necessary duration of the study and deleted once an interview has been completed or the data collection for the study has finished.

Audio recordings from the interviews will be recorded via Zoom and consist of your voice only. This will be used to transcribe the recordings later and deleted once this process has been completed. Any personal identifiable information disclosed during the interviews will be removed from the transcription and your data will remain anonymous.

At the start of the Zoom interview we will ask you to state your name as part of the verbal consent process. Verbal consent will be audio recorded, but the recording will be stopped immediately afterwards and we will start a new recording for your anonymous responses to the interview questions. Audio recordings of verbal consent will be stored separately to your interview responses.

➤ **Under what legal basis are you collecting this information?**

We are collecting and storing this personal identifiable information in accordance with UK data protection law which protect your rights. These state that we must have a legal basis (specific reason) for collecting your data. For this study, the specific reason is that it is “a public interest task” and “a process necessary for research purposes”.

➤ **What are my rights in relation to the information you will collect about me?**

You have a number of rights under data protection law regarding your personal information. For example, you can request a copy of the information we hold about you, including audio recordings.

If you would like to know more about your different rights or the way we use your personal information to ensure we follow the law, please consult our [Privacy Notice for Research](#).

➤ **Will my participation in the study be confidential and my personal identifiable information be protected?**

In accordance with data protection law, The University of Manchester is the Data Controller for this project. This means that we are responsible for making sure your personal information is kept secure, confidential, and used only in the way you have been told it will be used. All researchers are trained with this in mind, and your data will be looked after in the following way:

Your survey data will be fully anonymised, and any personal identifiable information used for contacting participants for follow up interviews will be stored securely and separately from your study data. There will be no way to link this data back to your study data and it will be deleted once an interview has been completed or the data collection for the study has finished. On completion of the survey, you will not be able to withdraw any data as it will be fully anonymised.

The data from the survey will be held in the online University approved survey platform Qualtrics and backed up in the university research data storage service. This will be held for the duration of the research project until it has been analysed before being deleted.

Your participation in the interviews will be recorded in Zoom and your personal data will be processed by Zoom. This may mean that your personal data is transferred to a country outside of the European Economic Area, some of which have not yet been determined by the United Kingdom to have an adequate level of data protection. Appropriate legal mechanisms to ensure these transfers are compliant with the Data Protection Act 2018 and the UK General Data Protection Regulation are in place. The recordings will be removed from the above third party platform and stored on University of Manchester managed file storage as soon as possible following the completion of data collection.

The audio recording from the interview will contain no personal identifiable information (with the exception of your Verbal Consent, which will be recorded and stored separately). The recording will be stored under a file name containing the date and time of recording. The recording will be held for transcription before deletion. The researcher, Mark Smith, or a University approved transcription service will be responsible for transcription of the interviews. At the point of transcription the data will be fully anonymous, and answers will be stored together under interview sections and themes. Participants are reminded not to use any personal identifying information during the interview, but on occasions where this information has been recorded, we will remove this information from the transcript. If you wish to withdraw your answers from the interview you will be able to do this before the transcription process has been complete by emailing the researcher with the time and date of your interview. The information provided will not be able to be withdrawn after this point. Audio recordings from the interviews will be stored in the university research data storage service for transcription before deletion once this has been completed. The transcribed interviews will be held in a larger document with all other interview answers.

Potential disclosures

If, during the study, you disclose information about misconduct/poor practice, we have a professional obligation to report this and will therefore need to inform your employer/professional body.

If, during the study, you disclose information about any current or future illegal activities, we have a legal obligation to report this and will therefore need to inform the relevant authorities.

Please also note that individuals from The University of Manchester or regulatory authorities may need to look at the data collected for this study to make sure the project is being carried out as planned. This may involve looking at identifiable data. All individuals involved in auditing and monitoring the study will have a strict duty of confidentiality to you as a research participant.

What if I have a complaint?

➤ Contact details for complaints

If you have a complaint that you wish to direct to members of the research team, please contact:

Samuel Couth at Samuel.Couth@manchester.ac.uk

or

0161 275 6924

If you wish to make a formal complaint to someone independent of the research team or if you are not satisfied with the response you have gained from the researchers in the first instance then please contact

The Research Ethics Manager, Research Office, Christie Building, The University of Manchester, Oxford Road, Manchester, M13 9PL, by emailing: research.complaints@manchester.ac.uk or by telephoning 0161 306 8089.

If you wish to contact us about your data protection rights, please email dataprotection@manchester.ac.uk or write to The Information Governance Office, Christie Building, The University of Manchester, Oxford Road, M13 9PL at the University and we will guide you through the process of exercising your rights.

You also have a right to complain to the [Information Commissioner's Office about complaints relating to your personal identifiable information](#) Tel 0303 123 1113

Contact Details

If you have any queries about the study then please contact the researchers at:

Mark Smith: mark.smith-17@postgrad.manchester.ac.uk

Samuel Couth: Samuel.couth@manchester.ac.uk