

## Identifying Quality – Evaluation of the Every Moment Has Potential online resource

The research is being carried out by the following researchers:

Role	Name	Organisation
Chief Investigator	Professor Christine Bigby	Living with Disability Research Centre, La Trobe University
Associate Investigator	Dr Lincoln Humphreys	
Associate Investigator	Dr David Henderson	
<b>Research funder</b>	This study is funded by the National Disability Insurance Scheme Quality and Safeguards Commission.	

### 1. What is the study about?

This study will evaluate the Every Moment Has Potential website, a suite of online training resources for support workers about Person Centred Active Support (<http://www.activesupportresource.net.au>). The resources were developed in 2015 and are used extensively by the disability sector. The resources will be updated in 2020 and this study seeks feedback from users to inform the update.

### 2. Do I have to participate?

Being part of this study is voluntary. If you want to be part of the study, we ask that you read the information below carefully and ask us any questions.

You can read the information below and decide at the end if you do not want to participate. If you decide not to participate this won't affect your relationship with La Trobe University or any other listed organisation.

### 3. Who is being asked to participate?

All participants of this study must be 18 years or age or older. Other participants will be managers, practice leaders, trainers, front line support workers and other relevant staff from disability support organisations who use these online resources. Participants can withdraw from the study at any time simply by closing the web browser.

### 4. What will I be asked to do?

If you would like to participate in this study, we will ask you to complete a questionnaire. You can access the questionnaire online at <http://www.activesupportresource.net.au>. It will take approximately 25 minutes of your time to complete the questionnaire.

### 5. What are the benefits?

There are no direct benefits for individual participants of the study. But while the study may not benefit participants directly, it will allow a participant the opportunity to express their views on the online training resource, Every Moment Has Potential. Evaluating this resource will, in turn, help to improve the quality of the training material about Person Centred Active Support and the training available for use by disability support staff and disability organisations.

### 6. What are the risks?

With any study there are (1) risks we know about, (2) risks we don't know about and (3) risks we don't expect. If you experience something that you aren't sure about, please contact us immediately so we can discuss the best way to manage your concerns.

Name/Organisation	Position	Telephone	Email
Professor Christine Bigby La Trobe University	Director, Living with Disability Research Centre	(03) 9479 1016	C.Bigby@latrobe.edu.au

We have listed the risks we know about below. This will help you decide if you want to be part of the study.

- The information you provide is confidential and you will not be identifiable from that data we collect.
- The questionnaire used in this study asks about your opinion of the Every moment Has Potential website. We do not foresee any other risks associated with this study. However, in the unlikely event that the questions in the focus group interview bring up uncomfortable feelings for you, you can contact your Employee Assistance Program.

**7. What will happen to information about me?**

Some demographic data will be collected in this project, but the survey is designed to ensure that all participants and their data will be non-identifiable.

The findings of the study will be used to revise Every Moment Has Potential and may be published in journal articles.

All information will be stored on a password protected computer at La Trobe University for the duration of the research project. After this time, the information will be kept for five years after the last publication. Once five years has passed this information will be securely destroyed.

The storage, transfer and destruction of your data will be undertaken in accordance with the [Research Data Management Policy](https://policies.latrobe.edu.au/document/view.php?id=106/) <https://policies.latrobe.edu.au/document/view.php?id=106/>.

The personal information you provide will be handled in accordance with applicable privacy laws, any health information collected will be handled in accordance with the Health Records Act 2001 (Vic). Subject to any exceptions in relevant laws, you have the right to access and correct your personal information by contacting the research team.

**8. Will I hear about the results of the study?**

The results may be published in journals. If you contact us directly, you can request a copy of the findings.

**9. What if I change my mind?**

If, after commencing the online questionnaire, you no longer want to complete it, simply close the web browser. Your decision to withdraw will not affect your relationship with La Trobe University. If you change your mind after completing the online questionnaire, we cannot withdraw your responses because we cannot link who you are with your questionnaire responses.

**10. Who can I contact for questions or want more information?**

If you would like to speak to us, please use the contact details below:

Name/Organisation	Position	Telephone	Email
Professor Christine Bigby La Trobe University	Director, Living with Disability Research Centre	(03) 9479 1016	C.Bigby@latrobe.edu.au

**11. What if I have a complaint?**

If you have a complaint about any part of this study, please contact:

Ethics Reference Number	Position	Telephone	Email
HEC19495	Senior Research Ethics Officer	+61 3 9479 1443	<a href="mailto:humanethics@latrobe.edu.au">humanethics@latrobe.edu.au</a>