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Inspiring Innovation and Discovery

Letter of Information and Consent

Macro Phase: Community Service Provider Needs Assessment

**Project Title: Applying a 4M framework to interprofessional education:
Connecting the academy to local, global and Indigenous communities**

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Purpose of the Study: Interprofessional education [IPE] is a well-established approach to collaborative education in social service and health care education. IPE has been employed by educators in post-secondary institutions in Canada and abroad. However, questions as to IPE's sustainability have been recently raised as some IPE programs have folded or stagnated, while other programs remain strong. To understand this phenomenon, the primary goal of this research to appraise the current state of IPE in Canada and abroad in order to comprehend which aspects of IPE have remained effective over the past decade or more. As a result, we will better understand what elements of IPE need to modernize to meet the current sociocultural, political, and economic landscapes affecting post-secondary education in Canada.

In this phase of the research, our aims are to engage and collaborate with community service providers (i.e., community social service and health care providers) in achieving a coordinated approach to IPE. Therefore, we hope to create an integrated system of IPE better connects the education taking place on campus to the education that takes place in the community.

Procedures involved in the Research: This is a mixed methods study; meaning, we are disseminating an electronic survey. For people who express an interest, we will conduct interviews. You do not need to participate in the survey in order to participate in an interview. You can take the survey, participate in an interview, or both.

Survey: We will be using Limesurvey to disseminate our survey. LimeSurvey is an open-source statistical web survey program. The survey should take approximately 15-30 minutes to fill out.

Interviews: Interviews will be conducted by Dr. Harvey and/or one of the Research Assistants listed above. Interviews will be virtual and take place Zoom or MS Teams. Interviews should take approximately 1 hour in length. With your permission, the interview will be audio (and video where necessary) recorded for ease of transcription.

We will collect demographic information (your age, gender, race/ethnicity, and profession) as part of this study. If you do not want to disclose any demographic information, you can opt to not answer these questions.

Eligibility: You are eligible to participate if you work in a health and/or social service profession, oversaw one or more student placements (co-op, placement, internship, or similar work-integrated learning experience) in 2021 or 2022, and the student you oversaw enrolled in a Canadian college or university.

Are there any risks to doing this study? It is possible that you could experience mild psychological or social risks. You will be asked about your experiences related to IPE. For some people, these experiences might be intertwined with negative experiences (such as, but not limited to educational disruptions due to the pandemic, difficult experiences with teachers/other students, etc.). Therefore, it is possible that this could lead to recalling experiences that were frustrating or stressful. You may also feel uncomfortable providing constructive feedback or recounting negative experiences that you went through when part of your experiences related to IPE. To mitigate these risks, you have the right to withdraw from the study and can skip any questions you desire without any penalty.

It is also possible that you may worry that if others hear you speaking about (in the interviews) or reading about (in the surveys) your IPE experiences and that this could jeopardize your employment or reputation. Being that the surveys and interviews are being conducted virtually, you can also choose to partake in the survey and/or interview in a setting that you deem as comfortable and secure. For the interview, you also have the option to turn your camera off at any point. We will further mitigate these risks by being transparent that you can refuse to answer questions if you so choose, can pause the interview if needed, or have the option to withdraw from the study at any point. Moreover, survey results will be anonymized and reported in aggregate; therefore, it will not be possible to identify individual participants in any reported results. Interview data will be de-identified and reported in aggregate; therefore, it will be very unlikely that others will be able to identify individual participants in any reported results.

Are there any benefits to doing this study? You might not benefit from the results of this study directly, but this study does aim to improve interprofessional education. Specifically, the results of this study will be leveraged to create an integrated system of IPE that better connects the education taking place on campus to the education that takes place in the community, as well as to apply an equity, diversity, and inclusivity lens to IPE. In this particular study, community service providers will benefit from the robust professional development modules we develop from the findings of the needs assessment performed in this phase of the research. This will better position community service providers to best support student placements and enact collaborative social service and health care practices.

Incentives: There will be a random draw for five \$50 Amazon.ca gift cards for participating in this study. Winners will be chosen by a random draw whereby individuals who complete the survey and/or interview will have the option to submit their email address to the draw. Participants who complete both the survey and interview will have their email address entered twice into the draw (once for the survey and once for the interview). Your email will be captured and kept separately from their survey responses. Once we complete data collection (no later than March 2025), five email addresses will be chosen using a random

number generator (such that each email address is listed numerically). Winners will be contacted by Dr. Harvey to notify them that they won the gift card, which will subsequently be emailed to the winner. People whose emails are entered more than once into the draw will only be eligible to win one gift card. If you withdraw from the study, you are still eligible to be entered into the draw.

Confidentiality: You are participating in this study confidentially. We will not use your name or any information that would allow you to be identified. No one but the research team will know whether you were in the study unless you choose to tell them. Every effort will be made to guarantee your confidentiality and privacy.

Survey: We will be using LimeSurvey, McMaster's preferred survey tool, to conduct our surveys (<https://www.limesurvey.org/privacy-policy>). Your survey responses are anonymous.

Interviews: This study will use Microsoft Teams or Zoom, depending on your preference, to collect data. These are externally hosted cloud-based services. We will record interviews (both video and audio because the recording features for Zoom and Microsoft Teams record video and audio simultaneously) using the recording feature with Zoom or Microsoft Teams. Recordings will be saved to Dr. Harvey's or a research assistant's password protected computer where possible or to the cloud if the saving directly to the interviewer's computer is not possible. If able, we will delete video files, if not tied to audio files, immediately. Video/audio recordings will be saved to as either a local file (where permitted) or to a cloud account (Teams) until transcripts are cleaned and de-identified. We will be using the AI-generated transcriptions through Microsoft Teams and Zoom. A member of the research team will clean and de-identify the transcripts shortly after each interview. Once cleaned, audio and video files from the interview will be permanently deleted and only de-identified transcripts will be kept by the research team. In the de-identification process, we will remove any words/phrases (including names) that could potentially identify you. Despite this, it may be possible for the you, or someone working closely with you, to suspect that the quotes belong to a particular individual. However, we will be assigning a pseudonym to you. Any quotes will be attributed to pseudonyms. Additionally, third parties will be de-identified (Example: "community support service" instead of "The Village at Canadore College"). Please note that whilst this service is approved for collecting data in this study by the McMaster Research Ethics Board, there is a small risk with any platform such as this of data that is collected on external servers falling outside the control of the research team. For more information, a link to their privacy policy is available here (<https://privacy.microsoft.com/en-ca/privacystatement> or <https://zoom.us/privacy>). If participants have concerns about this, we would be happy to make alternative arrangements, such as conducting the interview via telephone.

Anonymized research data will be stored as digital files on university password protected (known as "MacID") enabled shared drives (Limesurvey, MacDrive, McMaster and Canadore Microsoft Teams & Share Point institutional accounts). De-identified and anonymized data will also be saved on the PI's work-related, and password-protected hard drive as a back-up. MacDrive accounts (cloud accounts accessible only to McMaster employees) only permits access to authorized users and the Microsoft Teams & Share Point page where anonymized data will be housed is only open to the research team. The MacDrive account used for this study is Dr. Harvey's, to which no one has shared access. The folder to which you may upload your demographic data is configured such that you can upload files to the folder but neither access nor view the contents of the folder. Only the research team will have access to the research data.

Data and participant demographic information will be reported in aggregate. We plan on retaining data for a period of five years after SSHRC funding ends, which is March 2030. This will give the research team to write up and disseminate results. All data will be permanently deleted, and trash emptied (as data will be electronic), at the end of the retention period.

Participation and Withdrawal: Your participation in this study is voluntary. If you decide to be part of the survey, you can stop (withdraw) the survey at any time. Any data collected up until that point will be deleted and omitted from analysis. Once you complete the survey, you will not be able to withdraw, as it will not be possible to identify your data to extract it from the larger data set. Interview participants will have 2 weeks to contact Dr. Harvey to withdraw their interview data from the study. If you do not want to

answer some of the questions you do not have to, but you can still take part in the study. Likewise, you can still enter the draw even if you decide to withdraw from the study.

Information about the Study Results: Results will be emailed to interested participants. You will be able to provide your email address during the survey or interview if you would like to receive a copy of the study's' results. Your email address will be kept separately from your survey and/or interview responses.

Questions about the Study: If you have questions or need more information about the study itself, please contact me at:

Harvek1@mcmaster.ca

This study has been reviewed by the McMaster University Research Ethics Board and received ethics clearance (MREB#5986). 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 Board Secretariat

Telephone: (905) 525-9140 ext. 23142

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