



12th March 2024

Dear Registrant,

As part of my research, I am interested in finding out more regarding the experiences of spoken language interpreters within the context of forensic mental health services (i.e., low, medium, high secure services or community services). I would also like to gain a better understanding on whether this profession has any impacts or not (i.e., positive and/or negative effects) on their overall well-being, mental health, and physical health. I am hoping to learn about how interpreters perceive their role and responsibilities and whether or not they think that the National Register of Public Service Interpreters (NRPSI) guidelines for their profession are applicable in practice. Finally, I am also interested in their professional experience and reflections on their role as an interpreter and any views that they may have on suggestions or recommendations for improving their experiences in the profession. Ultimately, it is hoped that this research output will be disseminated as a peer-reviewed journal article and pave the way for future studies to aid in development of policy in this area.

I am happy to provide any other information required or answer any questions regarding the purpose of this research project. If you are happy to support my research, I kindly ask that the advert and participant information sheet is shared directly with spoken language interpreters in your organisation. Those who are interested in taking part in this study will be able to contact me via the details provided on this form aforementioned. They can also access an online version of the participant information sheet via QuestionPro by using the link provided on the advert. In addition to this, I would like to know that you are happy for me to contact interpreters directly via the details provided on the publically available database on the NRPSI website to further aid recruitment. No interpreter is obligated to participate should they wish to contact me to find out more information about the research. Eligible participants who would like to take part will be invited to an online semi-structured interview. This will be arranged for a date and time at their earliest convenience and consent will be required before the interview commences. All data will be confidential and any identifiable information will be anonymised. The interviews will be audio-recorded only for the purpose of data analysis and stored safely on an encrypted, password-protected laptop.

Thank you for taking the time to read this email and I appreciate that you have taken the opportunity to consider supporting me in my MSc dissertation project. I look forward to hearing from you.

Yours sincerely,

Keeley Stevens
MSc Forensic Psychology Student from University of Bath
Contact details – Email: ks2424@bath.ac.uk

A qualitative exploration of well-being and emotional welfare among interpreters in forensic mental health services

PARTICIPANT INFORMATION SHEET

This information sheet forms part of the process of informed consent. It should give you the basic idea of what the research is about and what your participation will involve. Please read this information sheet carefully and ask one of the researchers named above if you are not clear about any details of the project.

What is the purpose of the project?

We are interested in your experiences as a spoken language interpreter specifically within the context of forensic mental health services. We would like to gain a better understanding of whether you think this profession has had any impacts on you or not, in terms of your mental health, physical health and/or overall well-being. We are hoping to learn more about how you perceive your role and responsibilities as well as whether this aligns with the National Register of Public Service Interpreters (NRPSI) guidelines. Finally, we are also interested in your professional experience and reflections on your role as an interpreter and any views that you may have on suggestions or recommendations for improving experiences in the profession.

Who can take part in this project? Am I eligible?

We are seeking participants who are willing to take part in an online interview. To be considered eligible, you will need to meet the following inclusion criteria.

- ✓ You must be 18 years of age or over.
- ✓ You must also be registered on the NRPSI.
- ✓ You must have worked for a minimum of 6 months as an interpreter in forensic mental health settings (e.g. low, medium, high secure services or community services).
- ✓ Must be currently working as a spoken language interpreter at the time of the interview in the settings aforementioned.

What will happen to me if I take part?

As a participant, you will be expected to read this participant information sheet thoroughly and to contact the researcher if you have any other questions or concerns at this stage. After you have expressed an interest in taking part, an online interview will be arranged via Microsoft Teams at your earliest convenience. For the purpose of data analysis, this interview will be audio-recorded only using an external audio recorder such as a portable Dictaphone. Participation should last no longer than

approximately 45 minutes to 1 hour. Whilst no video recording will take place during the study, you will be encouraged to turn on your video camera throughout the interview to encourage interaction with the researcher. However, this is not compulsory if you do not feel comfortable.

Once you join your scheduled interview with the researcher, these steps will take place in the following order on the Teams call:

- You will be asked if you have read and understood the participant information sheet and whether you have any other questions.
- You will be asked to provide a pseudonym of your own choosing. This same pseudonym can be provided to me via a neutral email in the event that you later wish to withdraw your data. This can happen only up to the point that data analysis has begun. This chosen pseudonym will be assigned to all relevant participant's documents with data on it to ensure that it is sufficiently anonymised.
- You will be provided a hyperlink via Teams chat to access the consent form and demographic questionnaire sheet. This link will take you to QuestionPro where you will need to complete these forms before the interview can commence. The consent form requires tick boxes only, which means the identity of your real name will not be stored from this point onwards.
- After this, the interview can officially commence whereby the external recording device (i.e., Dictaphone) will be turned on.
- At the beginning of the interview recording, the researcher will address you by your chosen pseudonym only and verify that you are ready to begin the interview for the research study.

Do I have to take part?

Taking part in this research is entirely voluntary, and you are free to make your own choice about whether you wish to participate. Your decision to take part or not will have no bearing on any connection to third-party interpreting agencies, nor any work related to these organisations as this is not linked to the current study, nor endorsing it. If any of the questions during the interview process cause you to feel uneasy or distressed for any reason whatsoever or you simply do not wish to answer it, you do not have to complete the study.

What are the benefits for participating? Is there a reward for taking part?

For your contributions to this project, you will be rewarded with £10 in the form of a payment voucher as a small token of appreciation for taking part. The voucher will be provided to participants who complete at least half the study. At the end of the interview, I will send a link through the chat while on the Teams call to allow participants to claim their voucher. Once you have done this, you will receive another link via email (whilst on the Teams call) where you will be asked to confirm that you have received the voucher by signing a form with your initials and the date that you received the voucher. You will be asked to complete and return this form to the researcher whilst on the Teams call.

It is hoped that you will be happy to share your insight and experiences with us. It is also hoped that this study will be a step closer to improving how we work with interpreters and supporting this profession further in regards to support, training or policy.

What is this focus group taking place at a later date?

This focus group is known as participant and public involvement (PPI). This will provide an opportunity for participants to discuss and validate the findings of this research project by evaluating your experiences in line with the final analysis. This would be conducted a few weeks after the data has been analysed; the date is still to be confirmed but is likely to be in April or May. Participants for this will be randomly selected from those who have given their permission on the consent form to be contacted for a potential follow-up about the findings of the study. Participants are not obliged to take part in this PPI focus group at a later stage, therefore they can choose not to participate if they wish.

What will happen to my data? Will it be confidential?

All data from the study will be managed as per University of Bath's Research Data policy and storage guidelines. Once the interviews have been completed for all participants, it is optional for participants to withdraw up until the point where data analysis has begun. Before the recorded interview commences, you will be asked to provide a pseudonym of their choosing. This same pseudonym can be provided to me via a neutral email in the event that you later wish for their data to be withdrawn from the study. You will need to complete a consent form (which requires tick boxes only) and a demographic questionnaire sheet that will be accessible via a link in the Teams chat, which means the identity of your real name will not be stored from this point onwards.

Data from the interview recordings will be kept on university managed servers (H: or X: Drives) and temporarily on a personal computer in folders that will be password-protected and encrypted (as per the University of Bath's guidelines for secure data storage of participant data and confidential data). Any raw data (e.g. identifiable information) will only identify you by a pseudonym of your own choosing. If any personal information inadvertently arises from the interview, all names or places that could identify you or others will be anonymised.

No raw data will be shared with my external collaborator due to the research project not being conducted within the NHS, nor with participants who are recruited in this service. The Bath research team, including my university supervisor and I will be the only individuals to have access to the raw data collected via interview recordings. Any findings derived from the data analysis will be shared with my placement supervisor who is external to the University of Bath research team (Dr Filipa Alves-Costa), but this will be sufficiently anonymised. This data will be securely shared with them via Microsoft OneDrive by screen sharing during supervision or research-related meetings. My placement supervisor will be sent an email message with a time-limited, single-use verification code when they open the link. By entering the verification code, the user proves ownership of the email account to which the secure link was sent. The external collaborator for this project will only be involved in reviewing the themes derived from the anonymised data and supporting with interpretation of any overarching and/or subordinate themes.

Any personal data that has been collected (e.g., your email address) will be stored in my email only (in case you have consented to being contacted again for the Participant and Public Involvement [PPI] focus group, if selected for it). Your email address will be deleted once the PPI focus group has finished. Participants are not obliged to take part in the focus group if they consented to the interview for the main study only. The informed consent forms will be securely stored for at least 10 years after the study ends in case there is any query or complaint from a participant. The anonymised dataset will also be held for 10 years, as is required.

The results of this project will be used for a dissertation for an academic qualification. They may also be presented at a scientific conference or in an academic publication. It should be noted that no individual who took part will be identifiable.

Who has reviewed this project?

This project has been reviewed by the Department of Psychology Research Ethics Committee at the University of Bath.

How can I withdraw from the project?

You are entitled to terminate your participation at any time during the interview, without giving any justification. If you decide that you would like to withdraw at any point during the interview process, you will be asked whether you are happy for the data already collected to be retained. If preferred, then the data will be destroyed if you no longer wish to take part. If you decide after the interview that you have changed your mind and would like to withdraw your data, you will only be able to do so up to two weeks after your interview takes place by emailing the researcher with your chosen pseudonym. Unfortunately, you will not be able to withdraw your data after this point.

Will my anonymous data be shared anywhere else?

If you consent, at the end of the project, the anonymous data also will be archived in a suitable research data archive, where the data can be shared openly when applied for by other researchers. Please be aware that you can choose to take part in the study, but not have your data included in the data archive (i.e., the Bath Data Repository).

Am I able to view see the University of Bath privacy notice?

Yes. The University of Bath privacy notice can be found here: <https://www.bath.ac.uk/corporate-information/university-of-bath-privacy-notice-for-research-participants/>

What if there is a problem?

If you have any worries or concerns about any aspect of this project, you should speak to a member of the research team who will do their best to answer any questions (see contact details below). If they are unable to resolve your concern or you wish to make a complaint regarding the project, please contact the Chair of the Department of Psychology Research Ethics Committee: HSS-faculty-ethics@bath.ac.uk.

Who can I contact for further questions or information?

Thank you for expressing an interest in participating in this project and taking the time to read this participant information sheet. Please do not hesitate to get in touch with using the contact details at the top of this document if you have any questions or concerns.

What do I do if I would like to take part?

If you want to take part, please email Keeley Stevens (Lead Researcher) on ks2424@bath.ac.uk. You can also contact Prof Catherine Hamilton-Giachritsis (University of Bath Tutor/Supervisor) on chg26@bath.ac.uk, or Dr Filipa Alves-Costa (External Collaborator/Supervisor) on filipa.alves-costa@nhs.net.