

Make Movement Your Mission: Evaluation of an online physical activity programme

Participant Information Sheet (PIS) for Interviews

You are being invited to take part in a research study to evaluate an online physical activity programme, Make Movement Your Mission. 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?

Dr Lisa McGarrigle, Research Fellow in the School of Health Sciences at the University of Manchester.

➤ What is the purpose of the research?

In recent years, and especially since the onset of the COVID-19 pandemic, there has been a move toward online approaches for the delivery of services and supports to older people. Make Movement Your Mission (MMYM), run by Later Life Training (a not-for-profit training provider), was established in response to concern about high levels of inactivity and reduced social support amongst older people who may be shielding. The purpose of this study is to explore the views and experiences of MMYM participants by conducting interviews with current participants. We are especially interested in the ways in which people engage with the service and the impact participation is having on overall activity levels, health, quality of life, and social connection. We are also interested in learning about the kinds of technologies participants use to access the service, and how often they use the internet generally.

You have been invited to take part in this study as you are a member of the MMYM Facebook group and have experience participating in the regular “movement snacks” provided through the Facebook group and/or YouTube. Due to time constraints, we are only looking for between 15 and 20 people to

take part in the interviews. If we receive expressions of interest from more than 20 people, preference will be given to those who contacted us first.

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

We will summarise our findings from the overall MMYM evaluation and share a brief report on the MMYM Facebook group. Findings will also be published in an academic journal and presented at academic conferences. Any and all quotes used will be anonymised.

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

This study has been reviewed and approved by The University of Manchester Proportionate Research Ethics Committee (Reference number 2021-11259-18280).

➤ **Who is funding the research project?**

This study has been jointly funded by the Manchester Institute for Collaborative Research on Ageing (MICRA) and the Centre for Ageing Better.

What would my involvement be?

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

If you decide to take part, you will be invited to take part in an interview with a University of Manchester researcher. Interviews will take place either over the telephone, or online via Zoom/Skype, depending on your preference.

Telephone interviews will be recorded via an encrypted Dictaphone with earpiece. Zoom/Skype interviews will record your voice only. The interviews will take place at your convenience at a time and date best suited to you. At the beginning of the interview, you will be asked to give verbal consent to participate. Interviews will last about 30 minutes but no longer than 1 hour; you will only be asked to take part in one interview. Everything that you tell us during the interview will be kept confidential.

It is possible that you may find some of the questions related to social isolation or loneliness upsetting. Age UK provide a number of resources that can offer support, such as telephone befriending services. A list of resources can be found at the following weblink - <https://www.ageuk.org.uk/information-advice/health-wellbeing/loneliness/>

Or you can call the call the Age UK Advice Line on 0800 678 1602 (open 8am to 7pm every day of the year).

➤ **Will I be compensated for taking part?**

You will not be compensated for taking part 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 or not to take part. Please feel free to discuss the study with others first before deciding whether or not to take part. If, after you have read this sheet through, you need more information about the study, please contact Dr Lisa McGarrigle, the researcher from the University of Manchester who is conducting the research, by emailing her at the following address:

Dr Lisa McGarrigle

email: lisa.mcgarrigle@manchester.ac.uk

If you do decide to take part you may download a copy of this information sheet to keep. At the beginning of the interview you will be asked to give verbal consent to participate. 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 interview will be recorded using either an audio recorder (for telephone interviews) or the 'record' function on Zoom/Skype. Recordings will be transcribed and saved to a secure University of Manchester computer server. We want all participants to feel comfortable with the recording process and be aware that they are free to stop recording at any time.

Data Protection and Confidentiality

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

In order to participate in this research project we will need to collect information that could identify you, called "personal identifiable information". Specifically, we will need to collect:

- Name, age, sex, ethnicity, job title (if employed), contact details (email address and/or phone number)

Recording of the interview will consist of voice only.

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:

Only the study team at the University of Manchester will have access to your personal information and they will anonymise it as soon as possible. Your name and any other identifying information will be removed and replaced with a random ID number. Only the research team will have access to the key that links this ID number to your personal information. Your contact details will be retained for two years and saved to a secure University of Manchester computer server (University of Manchester Data Storage Service).

Anonymised data will be held for a maximum of five years after the study has been completed to allow us to publish our findings. Data will be stored using the University of Manchester Data Storage Service. The audio recordings of your interview will be destroyed once the interviews have been transcribed. The audio recordings will be transcribed by a University approved transcription service, following University protocol. All personal identifiable information will be removed from the final transcript. Your data will not be shared with anyone outside of the research team.

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: **Dr Lisa McGarrigle, 5.311 Jean McFarlane building, University of Manchester, M13 9PY, Tel: (+44) (0)161-306-7865 or email: lisa.mcgarrigle@manchester.ac.uk**

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 or if you are interested in taking part then please contact the researcher:

Dr Lisa McGarrigle, 5.311 Jean McFarlane building, University of Manchester, M13 9PY. Email: lisa.mcgarrigle@manchester.ac.uk