

Evaluation of New Optometry Programme

Participant Information Sheet

The UoM Optometry Programme has changed to a 4-year undergraduate Masters from September 2024. It is important staff fully evaluate student outcomes. This project is being carried out by the staff in the Division of Pharmacy and Optometry. Please take time to read the following information carefully before deciding whether you're happy for your information to be used to support the project, 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?**

This study is being led by Dr Catherine Porter in the optometry department (Division of Optometry and Pharmacy, SHS) at The University of Manchester. She will be assisted by Mr Will Holmes, Mr Andrew Gridley, Dr Ketan Parmar, Dr Aaron Drovandi, Dr Catherine Collin and Mr Drew Saunderson who will be involved with data analysis and write up.

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

The aim of this research is to evaluate the outcomes of our new teaching methodologies to see how well they are working – Team Based Learning and Entrustable Professional activities.

- **Am I suitable to take part?**

Any current 1st or 2nd year optometry student starting the optometry course in September is eligible to take part.

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

The results of this research will be published anonymously in aggregate form in peer-reviewed journals and at conferences. They will also be reported to our regulator The General Optical Council. We will also provide a summary in aggregate form back to the student body via an email newsletter or blog post.

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

The project has been reviewed by The University of Manchester's Research Ethics Committee.

What would my involvement be?

You are already asked to take part in the following activities as part of your course

1. Readiness to Study Questionnaire at the start of week 1 and the end of week 4
2. Reflective statements at end of each focus on learning week (weeks 1 – 4 Semester 1)
3. Evaluation of Focus on Learning Module/Return to Learning Module
4. Evaluation of “Academic Success” session
5. Questionnaire on your experiences of Team Based Learning (various time points in the year)
6. Questionnaire on your experiences of Entrustable Professional Activities (various time points in the year)
7. Sense of Belonging Questionnaire, at the end of the academic year
8. Examination scores, at the end of the academic year
9. Reflection statements at the end of each two weekly clinical case

We are asking permission to use your data from these activities as part of our project in order to see how well the course is working. No additional time or involvement is required.

The anonymous data sets generated from the focus on learning and your two weekly reflective statements throughout the year will be analysed using Co Pilot, an AI Programme.

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

No compensation is offered as part of this study.

- **What happens if I do not want to take part?**

It is up to you to decide whether or not to take part. It’s important to remember that your course marks will not be affected in any way, regardless of whether you choose to take part or not. If you **do not** want to have your scores/data from the above activities included in our final data analysis please fill in this Qualtrics survey by **FRIDAY 3rd October 2025**.

https://www.qualtrics.manchester.ac.uk/jfe/form/SV_1Nhn65rKjBKEkm2

Data Protection and Confidentiality

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

In order to participate in this research project, we will need to collect demographic information that could identify you, called “personal identifiable information”.

- Name
- Email address
- DOB
- Ethnicity
- Gender
- If you have declared a disability to the University
- If you are the first in your family to attend university
- If you have a part time job

- If you have caring responsibilities
- If you travel more than 45 minutes to attend University

All data will be secured on a UoM encrypted device

- **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.

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](https://documents.manchester.ac.uk/display.aspx?DocID=37095). Available at: <https://documents.manchester.ac.uk/display.aspx?DocID=37095>

- **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, but they will pseudo-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 personal details and information will be safely stored on the University of Manchester Research Data Storage system for 5 years. Paper copies containing personal data will be shredded as soon they are uploaded to the research data storage system. Your consent form and contact details will be retained for 5 years on the University of Manchester Research Data Storage system.

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: **CATHERINE PORTER** on catherine.porter@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

What do I do now?

If you're happy for your data to be used as part of this project, you don't need to do anything further and we'd like to thank you for contributing to this valuable project. If you would prefer for your data to not be included, please ensure you complete the opt out Qualtrics form above, no later than Friday 4th October 2024. If you have any queries about the project, feel free to contact me by email at catherine.porter@manchester.ac.uk