



Optimising health information exchange during aged care transfers

Feasibility Trial

Participant Information Statement

What is this project about?

You are invited to take part in a research project run by The National Centre for Healthy Ageing - a partnership between Monash University and Peninsula Health. The project is funded by the Australian Government Department of Health through the Medical Research Future Fund.

The aim of the project is to test a digital health summary to make sure that when a person is transferred between residential aged care and hospital, everyone involved has access to the information they need to provide the best possible care.

You have been invited to participate in this project as you visit, live or work at an organisation involved in trialling the digital health summary and have experience or knowledge of the emergency transfer process involving residents of aged care homes.

What is involved?

A digital health summary will be created and maintained for every resident. Residents and people involved in their care (family, aged care staff, paramedics, hospital staff and GPs) will be able to view the digital health summary. An encrypted link, using parts of a resident's name, date of birth and Medicare number, will also be created so that an alert can be sent to relevant GP systems to let a resident's GP know that a transfer to or from hospital has happened.

You may also be asked to provide feedback to help us improve the digital health summary so that it can be used by the wider community. You may be asked to provide feedback by:

- Completing a 10-minute survey before the start of the trial about your opinions of the training provided and digital health summary
- Completing a 10-minute survey at the end of the trial about your experiences during the trial and opinions of the digital health summary
- Completing a 30-60-minute face-to-face or online interview about your experiences during the trial

You may be asked to provide your contact details during a survey to help us contact you for later activities.

How do I agree to participate?

Participation in each of the research activities is voluntary. If you do not wish to take part, you do not have to. Your decision to take part will not affect your relationship with the National Centre for Healthy Ageing or any of the participating healthcare or aged care providers. If you decide to

take part and later change your mind, you are free to withdraw from the project at any stage. We will be able to remove your responses up to the point that this information is de-identified.

Consent for the digital health summary to be used

Residents or their authorised representatives can **opt out** of the digital health summary being used for them, or the resident they care for at any time prior to the end of trial at their aged care home.

If you choose to opt out, your digital health summary will be deleted from the system and your data will not be included in the study.

You can opt out by completing a [form](#) on our project website, talking to the project team (see contact details below) or by asking a manager at your aged care home to complete the form on your behalf.

Consent to provide feedback on the digital health summary

You will be asked to indicate your consent for each feedback activity, either through completing a survey (implied consent) or providing written or verbal consent at the beginning of an interview.

By providing consent, you are telling us that you:

- ⇒ Understand what you have read
- ⇒ Consent to take part in the research project
- ⇒ Consent to the use of your data as described below

How will my information be used?

All identifiable information you provide during the study will be stored on a password protected computer system at Monash University. This information will only be available to the project team and will be permanently destroyed after 5 years from the date of publication of the results. All information will be stored so that identifying details (such as your name) will not be kept in the same place as the de-identified versions of the responses.

Results from this study will be published and presented in different ways, including in academic journals, at conferences and on our website. Information will be presented so that you cannot be identified, and results will only be reported as summary, group findings.

The ethical aspects of this project have been approved by the Peninsula Health Human Research Ethics Committee (Ref no: HREC/88532/PH-2023).

If you have any questions regarding these activities, you may contact the project team at projectinfo-ncha@phcn.vic.gov.au or on 0428 783 235.

If you have any complaints about any aspect of this research project, the way it is being conducted or any questions about being a research participant in general you may contact the Manager Office for Research, Peninsula Health at researchethics@phcn.vic.gov.au or (03) 9784 2679.

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Consent Form

Declaration by Participant

I have read and understood the Participant Information Sheet or someone has read it to me and I understand it.

I understand that taking part in this study is voluntary, and that I may stop taking part in the study at any time. I understand I will receive no financial benefit beyond possible reimbursement for my time, now or in the future from this project.

I understand that the purpose of the study is to develop a digital health summary to ensure that when a person is transferred between residential aged care and hospital, everyone involved has access to the information they need and that I may not directly benefit from taking part in this project.

I understand that all information will be treated in the strictest confidence and used for research purposes only. I understand that I will not be personally identified in any reports from this study.

I understand that any information collected for this research will only be accessible to the research team.

By signing this form, I agree to the researcher audiotaping me as part of this research and: (please tick all that apply – these are optional)

<input type="checkbox"/>	videotaping me as part of this research
<input type="checkbox"/>	sharing my audio recording (in part or full) when communicating this research
<input type="checkbox"/>	sharing my video recording (in part or full) when communicating this research
<input type="checkbox"/>	Sharing still images from my video recording when communicating this research
<input type="checkbox"/>	Using the information gathered in this project in future research projects

Name of Participant (please print) _____

Signature _____ Date _____

OR

Name of person providing consent (e.g. Carer) _____

Relationship of person providing consent _____

Signature _____ Date _____

Declaration by Researcher[†]

I have given a verbal explanation of the research project, its procedures and risks and I believe that the participant has understood that explanation.

Name of Researcher _____

Signature _____ Date _____

[†] An appropriately qualified member of the research team must provide the explanation of, and information concerning, the research study.

Note: All parties signing the consent section must date their own signature.