**The impact of regulation and registration on the residential childcare workforce: comparing England and Wales.**

**Information Sheet for Professionals**

**Introduction**

You are invited to participate in this research project investigating the impact of registration on the residential childcare workforce: comparing England and Wales. Before you decide whether you want to take part, it is important for you to understand why the research is being undertaken and what your participation will involve. Please take time to read the following information carefully 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.

**What is the purpose of the project?**

The purpose of this project is to understand the impact of registration on the residential childcare workforce and to compare the experiences of registered and non-registered residential childcare staff. This is an under-researched area, and the study will help us to understand if and how registration achieves its aims of increasing public protection, public confidence in services, and the quality of care provided.

**Why have I been invited to take part?**

You have been invited to take part in our research because you are a stakeholder with an interest in children’s residential care and the residential childcare workforce. Stakeholders will include provider representatives, residential childcare workers, parent carers, service commissioners, inspection and regulatory bodies from both England and Wales.

**What will happen if I take part?**

If you choose to take part in the project, you will be invited to a focus group made up of other stakeholders. The focus groups will be in person and will last for approximately two hours. Please be aware that the focus group discussion will be recorded. Participation is voluntary and during the focus groups, you can skip any questions you do not wish to discuss, and you can leave at any point.

First you will be asked to complete a consent form, agreeing to take part in the study. During the focus groups, members of the research team will facilitate a discussion about how registration works and impacts the workforce. We will ask for your feedback, along with other questions about registration, such as what factors you think affect how effective registration is, how it impacts upon the workforce and service users, and what outcomes are important to measure in evaluating the registration process.

If you do not wish to take part in a focus group, you may be invited to participate in an interview lasting approximately one hour instead. The interview covers the same topics as the focus group and would also be recorded. Participation is voluntary, you can skip any questions you do not wish to discuss, and you can leave at any point.

**What are the risks/benefits of taking part?**

There will be no direct advantages or benefits to you from taking part, but your contribution will help us understand. We do not envisage any potential harm from this study, however, if you do become upset or distressed, we suggest leaving the workshop and seeking support from your supervisor or from the research team who will be able to signpost you to organisations who can provide support.

**Do I have to take part?**

Participation is completely voluntary and will not impact you or your employment. You should only take part if you want to and choosing not to take part will not disadvantage you in anyway. Once you have read the information sheet, please contact us if you have any questions that will help you decide about taking part. If you decide to take part, we will ask you to sign or agree a consent form when we meet and we shall send you a copy of that consent form to keep. You are free to withdraw at any point of the project by contacting us (see below), without having to give reason.

**Data handling and confidentiality**

We will take great care to protect the identity of all people participating in this research. All audio recordings, transcripts and notes will be securely stored in a password protected online repository. All physical copies of consent forms will be stored in locked cabinets at Cardiff University. We will use identifier codes instead of names, and only the researchers will have access to the key to identify individual participants. The audio recordings will be securely transferred to an experienced transcriber that has signed a data sharing and confidentiality agreement with King’s College London and Cardiff University. When the transcripts are returned, any names or other identifying references will be removed from the transcription. The data will not be shared with anyone outside the research team, which includes your employer. Access to study and personal data will be limited to the minimum number of individuals necessary for quality control, audit, and analysis. We will keep all your information, including your name, phone number and email, until the end of the research project in June 2024. After that we will keep a record of what was said in the workshops, but no real names will be used so no one will know who said what. We will store this data securely for 5 years after the report is finalised

**Data protection**

Your data will be processed in accordance with the General Data Protection Regulation 2018 (GDPR) and the Data Protection Act (2018).

**How will we use information about you?**

We will need to use information from you for this research project. This information will include your name, contact details, employing organisation and role.  People will use this information to do the research or to check your records to make sure that the research is being done properly.

People who do not need to know who you are will not be able to see your name or contact details. Your data will have a code number instead. We will keep all information about you safe and secure.

Once we have finished the study, we will keep some of the data so we can check the results. We will write our reports in a way that no-one can work out that you took part in the study.

**What are your choices about how your information is used?**

* You can stop being part of the study at any time, without giving a reason, but we will keep information about you that we already have.
* We need to manage your records in specific ways for the research to be reliable. This means that we won’t be able to let you see or change the data we hold about you.

**Where can you find out more about how your information is used?**

You can find out more about how we use your information

* at [www.hra.nhs.uk/information-about-patients/](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.hra.nhs.uk%2Finformation-about-patients%2F&data=05%7C01%7Cmary.baginsky%40kcl.ac.uk%7C363784bd8775442ec71008dab8155098%7C8370cf1416f34c16b83c724071654356%7C0%7C0%7C638024698918985147%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=GGWPpYPGd9ze0CVpkc7jbQMdkR4xD1W01PFSmS3XfBY%3D&reserved=0)
* [www.kcl.ac.uk/research/support/rgei/research-ethics/kings-college-london-statement-on-use-of-personal-data-in-research](https://eur03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.kcl.ac.uk%2Fresearch%2Fsupport%2Frgei%2Fresearch-ethics%2Fkings-college-london-statement-on-use-of-personal-data-in-research&data=05%7C01%7Cmary.baginsky%40kcl.ac.uk%7C363784bd8775442ec71008dab8155098%7C8370cf1416f34c16b83c724071654356%7C0%7C0%7C638024698918985147%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=KXw13WGA1AHFoc6JcpPkQ%2BtVcwT6hU5VQMrtH3upUaM%3D&reserved=0); or
* by viewing the Cardiff University Data Protection Policy and Privacy Notices: <https://www.cardiff.ac.uk/public-information/policies-and-procedures/data-protection>
* by contacting the Cardiff University Data Protection Officer by email: inforequest@cardiff.ac.uk or in writing to: Assurance Services, Cardiff University, Friary House, Greyfriars Road, Cardiff CF10 3AE
* by asking one of the research team

**What if I change my mind about taking part?**

You are free withdraw at any time by contacting us (see below), without having to give a reason. However, please note that it will be impossible to withdraw your data once it has been anonymised, analysed and the results of the study published. Withdrawing from the project will not affect you in any way.

**What happens if something goes wrong?**

If you are harmed by taking part in this research study, there are no special compensation arrangements. If you are harmed due to someone's negligence, then you may have grounds for legal action, but you may have to pay for it.

If you wish to complain or have grounds for concerns about any aspect of the way you have been approached or treated during this research, contact Donald Forrester, Director of CASCADE at ForresterD@cardiff.ac.uk.

**How is the project being organised and funded?**

The project is being organised by Cardiff University and King’s College London and is funded through the National Institute for Health and Care Research (NIHR) and will take place across England and Wales.

**Who has reviewed this study?**

The study has been independently reviewed as part of the NIHR funding process and has also been reviewed by the Health Research Authority social care research ethics committee.

**What will happen to the results of the research?**

We will produce administrative reports, as well as articles for peer-reviewed journals and brief, accessible summaries of findings and key messages, which will be made available to participants and the wider public.

**Who should I contact for further information?**

If you have any questions or require more information about this project, please contact me using the following contact details:

Dr Martin Elliott
Research Fellow
CASCADE- Cardiff University
SPARK
Maindy Road
Cardiff
CF24 4HQ

elliottmc1@cardiff.ac.uk

To speak to someone outside of the research team, you can contact Professor E.J. Renold (renold@cardiff.ac.uk), Chair of School of Social Sciences Research Ethics Committee, Cardiff University, Glamorgan Building, King Edwards VII Avenue, Cardiff, CF10 3WT.

**Thank you for reading this information sheet and for considering taking part in this research.**