

Participant Information Sheet

My name is Rebecca Woodhouse and I'm a PhD researcher at the University of York. I'm interested in developing a way to support people who are undertaking work-related changes (or transitions) in later life.

Please take your time to read the following information carefully to decide if you wish to take part. My contact details are at the end of this information sheet if you have any questions about the study or your participation.

What is the purpose of the study?

The study is what's known as a 'qualitative' study and involves taking part in an interview with a researcher. These types of 'interviews' are used to find out about a person's experience of a particular event or situation.

The aim of this study is to explore the lived experience of people who have experienced a negative impact on their mental health or wellbeing due to undertaking a work-related transition. These transitions often have a significant impact on a person's environment, relationships, or daily lifestyle; such work-related transitions include retirement, role or career change, a reduction in hours from full to part time or moving to a type of 'bridge-employment' (paid work undertaken after main career job, but before full retirement) or volunteering.

We are hoping to find out more about people's experiences of these transitions to help develop better support options for people in the future.

Why have I been asked to participate?

Adults aged 50 and above are invited to take part in this study. *Later life* can be difficult to define and for this study we are interested in people aged 50 and over, as this may relate to the *later* side of someone's career.

We are specifically interested in hearing from people who have undertaken a work-related transition in the past five years and who experienced a negative impact on their mental health or wellbeing.

What will the study involve?

We would like to hear your views and experience of undertaking a work-related transition (such as retirement). If you agree to take part, you will have an interview with the lead researcher (Rebecca Woodhouse) which will generally take place over the telephone, unless this is not suitable for you and an alternative remote method will be offered (such as a video call on a computer). In the interview, you will be asked about your experience of undertaking a work-related transition and about your mental health and wellbeing during this time.

The interview will be audio-recorded and will take approximately 30-45 minutes. Before the interview takes place, you will be asked to complete a consent form (via post, email or recorded verbally) to confirm your agreement to take part in the study, and to complete a participant details form (including information such as your name and telephone number).

Will the information I provide be confidential?

Your participation in the study is confidential and anything with your name or personal information on (such as your consent form) will be stored on secure password-protected computers or in locked filing cabinets (at the University of York) which are only accessible by the lead researcher and her PhD supervisors.

The interview audio-recordings will be uploaded onto a secure password-protected computer and will be anonymised during the transcription process (a written account of the interview); any information that could identify you, will be removed. If verbal consent is obtained, this will be audio-recorded and stored on a secure password-protected computer. The audio-recordings will be deleted from the voice recorder (device used to record the interview) once the transcription is complete.

Signed consent forms, participant details forms, audio-recordings and transcripts will be securely stored for up to 10 years after the study has completed, after which it will be deleted or destroyed.

The University is subject to the UK General Data Protection Regulation and the Data Protection Act 2018. More information about data protection and data storage, can be found here:

<https://www.york.ac.uk/records-management/dp/your-info/privacynotice-researchparticipants/>

What are the potential benefits of taking part?

By taking part in this study and sharing your experiences, you will be contributing to valuable research by helping us to learn more about work-related transitions and the effect these can have on people. This will help guide future research and the development of support options to help people in the future. People often find it a rewarding experience to be part of research.

What are the potential risks or disadvantages of taking part?

Some people may feel sad or become distressed when talking about their experience of a work-related transition and how they felt at the time. If you do become upset or distressed during the interview, we can take a break or reschedule. You can decide whether you are comfortable to proceed with the study. In the unlikely event of the interview raising significant concerns about your wellbeing, the lead researcher may seek advice from her PhD Supervisor and Clinical Psychologist, Professor Dean McMillan. Or, if appropriate, may signpost you to relevant resources such as helplines.

What if I change my mind about taking part?

Taking part in this study is completely voluntary. If you initially agree to take part in the study but then change your mind, you are free to withdraw at any time, without providing a reason. The data you have provided can be withdrawn up until the point that your data is analysed, which is usually around a month after the interview.

What will happen to the results of the study?

The results of this study will be written up as part of the PhD thesis and will be published in relevant journals. The findings may also be presented at research conferences and University research seminars. Any quotes used from the study will be completely anonymised. We will also offer all participants a copy of the study findings. You can select your preference for receiving this information on the participant consent form.

Who has approved the study and what if there is a problem?

The study was reviewed by the University of York, Department of Health Sciences Research Governance Committee, whose job it is to review research taking place in the Department to ensure the safety, rights and dignity of participants. The committee reviewed and approved this study on 19th May 2023 (ref HSRGC/2023/566/B).

It is not anticipated that any harm will come to you as a result of participating in this study, however, if you wish to make a complaint or have any concerns about the way you have been approached or treated in the study you are welcome to contact the PhD supervisors, whose contact details can be found at the end of this information document.

If you are unhappy with the way your personal data has been handled, you have a right to complain to the University's Data Protection Officer at dataprotection@york.ac.uk, or, if still unsatisfied, to the Information Commissioner's Office at www.ico.org.uk/concerns.

What should I do if I'm interested in taking part?

If you're interested in taking part in this study, please contact the lead researcher, Rebecca Woodhouse on 01904 321660 or 07385 341560 (feel free to leave a message or send a text if there is no answer) or send an email to rebecca.woodhouse@york.ac.uk providing a contact number for us to reach you on.



Contact details of PhD supervisors

Professor Dean McMillan
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01904 321359

Dr Ruth Wadman
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Thank you for taking the time to read this information sheet.