



Welcome and thank you for your interest,

Insight Exchange is conducting a research project and you have been invited to participate in it.

We want to know about your experiences of participating in Insight Exchange.

We would like to invite you to participate in:

- 1) An anonymous questionnaire – about your experiences of Insight Exchange.

If you would like to complete this survey please follow the link:

https://insightexchange.qualtrics.com/jfe/form/SV_1FW0inDuOGaLtK6

and/or

- 2) an interview (in person or virtually to account for COVID measures) – about your experiences of participating in Insight Exchange.

If you are interested in participating, please read the Participant Information Statement provided below. The Participant Information Statement describes the study in further detail.

Important points:

- The interview and the anonymous questionnaire will not include any questions about lived experiences.
- While you will not be asked to discuss your lived experiences, if you become distressed at any stage of your involvement with this Insight Exchange research project please contact: 1800 Respect on 1800 737 732, website: <https://www.1800respect.org.au/>, No To Violence on 1300 766 491 website: <https://ntv.org.au/>, Lifeline on 13 11 14 website: <https://www.lifeline.org.au/>.
- Your participation in this research project is entirely voluntary. Please know that whether or not you decide to be a part of the interview or the survey, your current or future relationship with Insight Exchange (DVSM) or any other services that you may be connected with, will not be affected.
- Any information that you provide will be de-identified (your name and other identifying information will be removed).
- If you decide to participate in the interview you can withdraw consent at any stage of the report writing up until the report is published. It will not be possible to make any changes to the report after it has been published – we will confirm you are happy with how your information is shared in any research publications.

Please contact Dr. Ghena Krayem, Chief Investigator for this study for further information, or discussion about this study: ghena.krayem@sydney.edu.au

Kind Regards,

Associate Professor Ghena Krayem



The **University of Sydney**

Associate Professor Ghena Krayem, Chief Investigator
Dr. Leticia Funston, Chief Investigator
Professor Rita Shackel, Chief Investigator

Email: ghena.krayem@sydney.edu.au

Research: Exploring Participants and Social Responders Experiences and Perspectives of Insight Exchange

Participant Information Sheet

1. **What is this study about?**

You are invited to take part in a research study to explore social responders' perspectives of Insight Exchange and of the Insight Exchange resources.

You have been invited to participate in this study because of your engagement in Insight Exchange activities and with Insight Exchange resources. This Participant Information Statement tells you about the research study. Knowing what is involved will help you decide if you want to take part in the research. Please read this sheet carefully and ask questions about anything that you don't understand or want to know more about.

If you decide to participate in this research project you will not be asked any questions related to any personal experiences of Domestic and Family Violence.

Participation in this research study is voluntary.

By giving your consent to take part in this study you are telling us that you:

- Understand what you have read.
- Agree to take part in the research study as outlined below.
- Agree to the use of your personal information as described.

You will be given a copy of this Participant Information Statement to keep.

2. **Who is running the study?**

This study is being conducted by the University of Sydney on behalf of Insight Exchange (DVSM). It is being funded by a University of Sydney research grant.



Insight Exchange centres on the expertise of people with lived experiences of violence and gives voice to these experiences. It is designed to inform and strengthen social, service and systemic responses to Domestic and Family Violence.

INSIGHT: The Insight component invites people with lived experiences of Domestic and Family Violence to share their experience through a safe and ethical process that affirms agency and upholds dignity.

EXCHANGE: The Exchange component shares a person's insights in a de-identified way with individuals, communities and organisations. More accurate insights can better inform our awareness, responsibility, and how we all respond to Domestic and Family Violence.

3. **What will the study involve for me?**

The University of Sydney is conducting research into participants experiences of Insight Exchange and Insight Exchange resources?

The information gathered from this research will support Insight Exchange (DVSM) in its work to support individuals, communities, institutions and organisations to work toward improving social responses to people who have experienced violence.

As part of this study, you will be asked to answer a number of questions about your engagement with Insight Exchange resources and how these resources may or may not have changed your understandings of domestic and family violence and your efforts to respond to victims/survivors of domestic and family violence.

If you choose to take part in this study, you will be asked to participate in one (or a number) of the following ways:

- Complete an online survey
- Participate in a semi-structured interview following COVID-19 safety protocol. Interviews can be conducted over the phone or via a secure online platform such as Microsoft Teams.

4. **How much of my time will the study take?**

There are various ways that you can participate in this research. The time commitments for each are outlined below:

- Surveys are designed to take no more than 45 minutes to complete
- Interviews are designed to be conducted within 90 minutes

5. **Who can take part in the study?**

Any person who has shared their lived experiences of violence through Insight Exchange is eligible to participate in the research to explore social responders' perception and experiences of using the Insight Exchange resources. All participants must be 18 years of age or older.

6. **Do I have to be in the study? Can I withdraw from the study once I've started?**

Being in this study is completely voluntary and you do not have to take part. Your decision whether to participate will not affect your current or future relationship with the researchers or anyone else at the Domestic Violence Services Management or Insight Exchange or any other services.

If you decide to take part in the study and then change your mind later, you are free to withdraw at any time. You can do this by contacting Chief Investigator, Dr. Ghena Krayem via: ghenakrayem@sydney.edu.au.

INTERVIEW

If you are participating in an interview, you are free to stop the interview at any time. Unless you say that you want us to keep them, any recordings will be erased and the information you have provided will not be included in the study results. You may also refuse to answer any questions that you do not wish to answer during the interview.

ANONYMOUS questionnaire

Submitting your completed questionnaire is an indication of your consent to participate in the study. You can withdraw your responses any time before you have submitted the questionnaire. Once you have submitted it, your responses cannot be withdrawn because they are anonymous and therefore, we will not be able to tell which one is yours.

7. Are there any risks or costs associated with being in the study?

Aside from giving up your time, we do not expect that there will be any risks or costs associated with taking part in this study.

8. Are there any benefits associated with being in the study?

We cannot guarantee that you will receive any direct benefits from being in the study.

It is our hope that your participation in this research will benefit other people who have experienced violence through supporting social responders to understand how their social responses are helpful, unhelpful or harmful. It is our hope that this will support other social responders to be more informed in their responses to people experiencing domestic or family violence.

9. What will happen to information about me that is collected during the study?

If you consent to participate in this research, then the following information and data will be collected from you. *What types of information about participants will be collected and used in the survey part of the study:*

The capacity in which you are a social responder or (i.e. as friend, family member, broad description of your occupation or role). Please note that this information will be deidentified in all research publications). This will not be used as a direct representation of your organisation or occupational role.

What types of information about participants will be collected and used in the semi-structured interview part of the study:

- *If you participate in a research interview, the interview will be audio recorded, for the purpose of analysis and to provide content for publication.*
- *Audio recordings will be transcribed through a professional transcription service.*

How will the Data from surveys and interviews be stored?

- DVSM reserves the intellectual property rights to any data collected (including recorded audio interviews and written transcripts).
- *Personal information gathered will be kept confidential.*
- *Participants are not able to access the personal information they have shared for the study.*
- *Study results will be published online through the Insight Exchange website, in journal publications, as part of conference presentations and in other reports.*
- *All electronic data will be securely stored during and after the study and will only be accessible by the Insight Exchange team and the research team.*
- *All electronic data will be password protected and stored on Dropbox Enterprise.*
- *Data collected in this project is only intended to be used for the purpose of this research and will only be stored for the duration of the research project – a maximum of 12 months.*
- *All data will be destroyed after 12 months.*

By providing your consent, you are agreeing to us collecting data about you for the purposes of this research study. This data will only be used for the purposes outlined in this Participant Information Statement, unless you consent otherwise.

The information you share will be password-protected, stored securely (on Dropbox Enterprise), and will be deidentified. Study findings may be published, but you will not be identified in these publications.

Semi-structured Interview Information: Although information will be treated with the strictest confidence by the researcher, any disclosure of violence, abuse and neglect of a child (aged 18 years and younger) will be reported to the relevant authorities and cannot be safe from legal search or document seizure.

If you let the researcher know that you have or that you plan to harm yourself or another person, the researcher is required to involve Police, Health and Human services.

10. **Can I tell other people about the study?**

Yes, you are welcome to tell other people about the study.

11. **What if I would like further information about the study?**

If you would like to know more at any stage during the study, please feel free to contact Dr. Ghena Krayem via email: ghena.krayem@sydney.edu.au

12. **Will I be told the results of the study?**



You have a right to receive feedback about the overall results of this study. You can tell us that you wish to receive feedback by ticking the relevant box on the consent form. This feedback will be in the form of electronic updates from Insight Exchange. You will receive this feedback after the study is finished.

13. What if I become distressed during or following participating in this study?

You will not be pushed to answer any questions that you do not feel uncomfortable with answering. If you become distressed during the interview, the researcher will offer to pause or terminate the interview. If you would like to speak with someone about any distress you experience or concerns you have, you can contact the following free support services:

- 1800 Respect on 1800 737 732, website: <https://www.1800respect.org.au/>,
- No To Violence on 1300 766 491 website: <https://ntv.org.au/>
- Lifeline on 13 11 14 website: <https://www.lifeline.org.au/>.

14. What if I have a complaint or any concerns about the study?

Research involving humans in Australia is reviewed by an independent group of people called a Human Research Ethics Committee (HREC). The ethical aspects of this study have been approved by the HREC of the University of Sydney **Project number: [2020/667]**

As part of this process, we have agreed to carry out the study according to the *National Statement on Ethical Conduct in Human Research (2007)*. This statement has been developed to protect people who agree to take part in research studies.

If you are concerned about the way this study is being conducted or you wish to make a complaint to someone independent from the study, please contact the university using the details outlined below. Please quote the study title and protocol number.

The Manager, Ethics Administration, University of Sydney:

- **Telephone:** +61 2 8627 8176
- **Email:** human.ethics@sydney.edu.au
- **Fax:** +61 2 8627 8177 (Facsimile)

If you would like to make a complaint about Insight Exchange, please go to the Insight Exchange website contact us page: <https://www.insightexchange.net/participate-2/contact-us/>

This information sheet is for you to keep