**Who is funding and organising the research?**

This project is being carried out by researchers from the Centre for Urgent and Emergency Care Research (CURE) at the University of Sheffield. This is a leading national and international centre for urgent and emergency care research, with a long history of undertaking independent research into the National Health Service. The project is funded by the National Institute for Health Research. The study has the required ethical approval from [ethics committee]

**What do I do now?**

Thank you for considering taking part in the research. If you would like to participate, please carry on with your activities as normal.

If you have any concerns or would like any further information about this project please contact:

**Dr Jaqui Long (****prealerts@sheffield.ac.uk** **/ 0114 2225441) or Jo Coster (****prealerts@sheffield.ac.uk** **/ 0114 2220854)**

**30 Regent Street, University of Sheffield, Sheffield S1 4DA**

**Website: www.shef.ac.uk/scharr/research/centres/cure/pre-alerts -study**

 **Research information leaflet**

**Research taking place within this department**

Researchers from the University of Sheffield are undertaking a research study in this Emergency Department looking at how pre-alert calls are managed within emergency departments. This leaflet provides more information about the study. Please ask the researcher or a member of staff if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part. Thank you for reading this.

**What is the purpose of the study?**

Pre-alert calls are used to alert Emergency Department staff that a critically ill patient is on their way. This should help staff to get ready for the patient and ensure better care for the patient when they arrive. However, this may mean that Emergency Department staff may have to move patients who are less seriously ill and take staff away from other work. It is therefore important that pre-alert calls are used when necessary, and that the correct information is provided to the ED staff. We currently do not understand exactly how Emergency Department staff respond to the pre-alert calls, or what information they need from ambulance staff in order to take action. This research is being done to try to understand how pre-alerts should be communicated and managed by ambulance and Emergency Department staff.

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

If you take part in the study you do not have to do anything ‘out of the ordinary’. The researcher will be observing what happens in the emergency department and taking notes on the way that staff manage pre-alert calls and patients who are brought in after a pre-alert call. They will not record any names or details that could identify anybody. The researcher will try to keep as low a profile as possible so that staff can deal with each other and with patients in the way that they normally would.

**Do I have to take part?**

**If you do not want to take part in the study, please tell the researcher or a member of staff. The researcher will move to another part of the department and will destroy any data that relates to you. This will not affect your healthcare or employment rights in any way.**

**What are the possible problems and disadvantages of taking part?**

We do not anticipate any problems from you taking part in this study. If you do get upset by this research taking place, please tell the researcher or a member of staff.

**What are the possible benefits of taking part?**

The information we get from this study may help us to understand how pre-alerts should be communicated and managed in future.

**What if I wish to complain?**

If you have any concerns about this research you should speak to Dr Fiona Sampson, who is the project lead (f.c.sampson@sheffield.ac.uk / 0114 2220687), or to a member of staff at the emergency department. You can also contact your local Patient Advice and Liaison Service. If you wish to complain, or have any concerns about how you have been approached or treated during the course of the study, you can use the normal National Health Service complaints procedures. If the researchers see any incidents that they judge to be unacceptably poor care they will report this to [name], who is the principal investigator for [name of hospital]

**Will the information collected be kept private?**

Yes - all of the information we gather will be kept strictly confidential. All data will be handled in accordance with the Data Protection Act 1998. The notes taken by the researcher will not record the names of patients or members of staff and care will be taken not to record any information that may identify individuals.

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

The results of the study will be written up in the form of a report and medical journal articles. Please contact Dr Fiona Sampson at the address below if you would like to receive a copy of the final report or a summary of the research findings.