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| Image result for uq school of psychology letterhead | **PARTICIPANT INFORMATION FOR UQ RESEARCH PROJECT** |
| **Evaluating the 'First Step' in treatment for individuals seeking substance use interventions****UQ Ethics Approval Number 2020001448** |

**School of Psychology, University of Queensland**

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| Prof Leanne Hides – NHMRC Senior Research Fellow | Dr Zoe Walter – Lecturer  |
| Dr Catherine Quinn - Lives Lived Well Research Fellow  | Dr Molly Carlyle - Lives Lived Well Research Fellow  |
| Ms Leith Morris – Lives Lived Well Research Fellow  | Dr Nick Kerswell, Research Psychologist |
| Mr Calvert Tisdale – Research Officer | Ms Grace Newland – Research Officer |
| Ms Rhiannon Ellem– Research Officer | Ms Ella Cotterell – Research Officer |

**uq RESEARCH TEAM**

**Description**

First Step, is a two-session brief intervention for substance use being implemented as the initial step of treatment at Lives Lived Well (LLW) community services. The purpose of this project is to find out if First Step is effective for reducing substance use and related problems.

You are invited to take part in this project because you have sought treatment from a participating LLW service, and are over 18 years of age. All people who attend LLW services will receive First Step, regardless of whether or not they choose to take part in this evaluation. This project is being conducted by a research team from the University of Queensland (UQ).

**Participation**

All LLW clients complete outcome measures (20-30 minutes) at service entry. These measures contain questions about substance use, mental health, your personality, and other social and life factors that may impact on your substance use. If you choose to participate in the evaluation, we will need your consent for LLW to share your survey results with us, so you don’t have to complete them twice.

You will be asked to complete a short telephone survey (5-15 minutes) with a member of our research team. This will include questions about how you cope with different emotions and situations.

You will then receive the 2 session (approx. 50 mins each) First Step brief intervention delivered by a member of the LLW team. This can be delivered face-to face or over the phone.

* Session 1: You will receive feedback on your survey results and will be offered information on substance use and related conditions. Your current patterns of substance use will be discussed, and the pros/cons of making a change/not making a change will be explored. You will then be encouraged to develop a goal for your substance use.
* Session 2: You will receive feedback on some of the risk factors which might underlie your substance use, and will be offered some coping skills training to target them. You will then be encouraged to develop a goal for how you can use these coping skills to reduce your substance use.

You will then be asked to complete a briefer version of the original surveys at 1-, 3 and 6-months follow up. Additional substance use treatment is available, if desired.

Your information will be kept confidential and your participation in this evaluation is entirely voluntary. If you do agree to participate you can withdraw at any time without comment or penalty. If you choose to withdraw you will be contacted by a researcher, who will ask if you would like your survey data to be retained or deleted. Any identifiable information obtained from you will be destroyed at the end of the study. Your decision to participate or not will in no way impact upon your current or future relationship with UQ, LLW, or any other health services. It will also have no impact on the treatment you receive at LLW.

**possible benefits**

This project may benefit you directly, by providing you with tools to help you achieve goals related to your substance use; however, there is no guarantee that the project will directly benefit you. To recognise your contribution, should you choose to participate, the research team is offering participants $20 for completing the follow-up surveys at 1 month, 3 months, and 6 months. You will be paid via PayPal, direct bank deposit, or a gift voucher – whichever method you prefer.

Your participation will help us determine whether First Step is effective and should be implemented into all Lives Lived Well services to help other people.

**possible Risks**

There are no physical, social, financial or professional risks associated with participating in this project. The legal risks of reporting illegal activities such as illicit drug use are minimised by maintaining confidentiality at all times (see below). If you do experience distress during or following a survey you can contact your LLW counsellor to support you. You can also obtain further support from our research team, which includes trained clinical psychologists (see contact details below). If you wish to be referred for further substance use &/or mental health treatment, or your research psychologist believes this would be beneficial they will refer you to an appropriate service. Alternatively, you can also contact:

- Lifeline 13 11 14 (24-hour) for telephone counselling

- Alcohol and Drug Information Service (ADIS) Freecall 1800 422 599 – information, support and referral

- Headspace, the Australian Youth Mental Health Foundation - find your local headspace service at www.headspace.org.au or call 1800 650 890 for telephone support

**PRIVACY AND Confidentiality**

All responses will be treated confidentially and will not be shared with anyone outside of UQ research term or Lives Lived Well staff, unless (in the unlikely event) that the research team is legally (eg., a court order or subpoena) or ethically (eg., you are at risk of harming yourself or others) required to do so. The names of individual persons are not required in any of the survey responses. Any data collected as part of this project will be stored securely as per UQ’s Management of research data policy. First Step treatment sessions will be audio-recorded. The recordings will be reviewed by an independent assessor to monitor how well your counsellor is delivering the First Step sessions to you. These audio-recordings will then be destroyed. The confidentiality of these audio-recordings will be maintained at all times.

Please note that non-identifiable data collected in this project may be used to improve LLW services, published in information bulletins, peer-reviewed academic journals and/or discussed at conferences, to hopefully show that the treatment is valuable and encourage others to use it. All data will be reported in such a way that responses will not be able to be linked to any individual. Data collected in this study may be used in a de-identifiable form to answer other research questions in the future for secondary analysis. A summary of the results from the evaluation will be made available through the Lives Lived Well website, and can be personally sent to you if you request it.

**Consent to Participate**

The researcher will go through this information sheet with you. You will have the opportunity to ask questions about the project. The researcher will ask you some questions to ensure you have understood everything in the form, and then will ask you to verbally consent to take part in the project. Your responses will be coded and then a copy of the agreement form will be sent to you, for you to keep as your own personal record.

**Questions / further information about the project**

If you have any questions or require further information please contact one of the research team members below.

Prof Leanne Hides Ms Leith Morris

Email l.hides@uq.edu.au Phone 3365 3054

Email: l.morris1@uq.edu.au

**ethics clearance and contacts**

This study adheres to the Guidelines of the ethical review process of The University of Queensland and the National Statement on Ethical Conduct in Human Research. Whilst you are free to discuss your participation in this study with project staff (contactable on 3365 3054), if you would like to speak to an officer of the University not involved in the study, you may contact the Ethics Coordinator on 3365 3924.

You are, of course, free to discuss your participation with project staff. Please see contact details above.

***Thank you for helping with this research project. Please keep this sheet for your information*.**

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**RESEARCH TEAM CONTACTS**

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| Prof Leanne Hides  | Ms Leith Morris |
| Email l.hides@uq.edu.au | Email l.morris1@uq.edu.au |

**STATEMENT OF verbal CONSENT**

Participant ID: \_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By providing your consent to participate in this study you are indicating that you:

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| Have been read the information sheet and understand the information in it |  |
| Have had any questions answered to your satisfaction, and understand that if you have any additional questions you can contact the research team |  |
| Have been informed of any possible risks |  |
| Understand that you are free to withdraw at any time, without comment or penalty |  |
| Could you please briefly summarise what participation in this project involves? |  |
| Agree to share your contact details, including mobile number, email address, facebook username, and the details of your next of kin to help UQ contact you about the follow-up assessments |  |
| Agree to your Lives Lived Well intake and follow-up assessments, including your service history being shared with UQ researchers |  |
| Understand that the project will include audio recording of the First Step interventions |  |
| Agree to your non-identifiable, data collected in this project, being published in conference papers or peer reviewed data, and used as comparative data in future projects for secondary analysis. |  |
| Have been informed that the confidentiality of the information will be maintained and safeguarded |  |
| Understand that you can contact University of Queensland Ethics Office on 3365 3924, e-mail: humanethics@research.uq.edu.au if you have concerns about the ethical conduct of the project |  |
| Agree to participate in the evaluation |  |