

Interview Research with Adults Consent to Take Part in a Research Study

Title of Study: Elevating Youth and Family Voice in Continuous Quality Improvement

Principal Investigator: Cory M. Morton, Ph.D., M.S.W.

This consent form is part of an informed consent process for a research study and it will provide information that will help you decide whether you want to take part in this study. It is your choice to take part or not. After all of your questions have been answered and you wish to take part in the research study, you may proceed and complete the interview. You are being given a copy of this form to keep. Your alternative to taking part in the research is not to take part in it.

Who is conducting this research study and what is it about?

You are being asked to take part in an ongoing qualitative research project conducted by Cory Morton, who is an Assistant Research Professor at the Rutgers' School of Social Work, Center for Prevention Science. We are requesting your participation in an interview to gain feedback about the New Jersey Department of Children and Families' Division of Child Protection and Permanency's (DCP&P) and support DCP&P's continuous quality improvement efforts. This research is being conducted in collaboration between New Jersey's Department of Children and Families and Rutgers University School of Social Work's Center for Prevention Science.

What will I be asked to do if I take part?

The interview will take about 1.5 hours to complete and will be conducted via Zoom. We anticipate that 500 individuals will participate in the study annually. The audio of the interview will be recorded and transcribed for data analysis. Audio files will be deleted after transcribing and your identifying information will not be connected to the transcribed data.

What are the risks and/or discomforts I might experience if I take part in the study?

We do not anticipate any significant risks or discomforts in participation. Breach of confidentiality is a risk of harm, but a data security plan is in place to minimize such a risk. If any questions make you uncomfortable, you can choose not to answer or withdraw from the study altogether. If you decide to quit the interview, your responses will NOT be saved.

Are there any benefits to me if I choose to take part in this study?

There are no direct benefits to you for taking part in this research. You will be contributing to knowledge about how child welfare services can be improved.

Will I be paid to take part in this study?

Yes, you will receive a gift card in the amount of \$60 after participating in the 1.5-hour interview. The study team will email you a link to claim your gift card approximately two weeks after the interview.

How will information about me be kept private or confidential?

All efforts will be made to keep your responses confidential, but total confidentiality cannot be guaranteed. None of your identifying information will be collected during the interview session and only the audio of the interview will be recorded. Audio files will be downloaded to a password-protected, HIPAA-compliant folder that only study staff can access until they are transcribed. After transcription, audio files will be deleted, and transcripts are assigned a random case identifier. All transcripts will be deleted 7 years after the completion of the study. No information that can identify you will appear in any evaluation report, professional presentation, or publication.

There are certain exceptions to this confidentiality assurance. Examples include state laws that require reporting of child or elder abuse, some communicable diseases, and threats of harm to yourself or others.

What will happen to information I provide in the research after the study is over?

After information that could identify you has been removed, de-identified responses will be combined and stored on a secure server. All data are destroyed after a period of 7 years, according to DCF regulations. The information collected about you for this research will not be used or distributed to investigators for other research.

What will happen if I do not want to take part or decide later not to stay in the study?

Your participation is voluntary. If you choose to take part now, you may choose to end your participation at any time. You may also choose not to answer any questions/prompts that you do not wish to answer. However, once you finish the interview, your responses cannot be withdrawn as we will not know which ones are yours.

Who can I call if I have questions?

If you have questions about taking part in this study, you can contact the Principal Investigator: Cory Morton, School of Social Work, cmorton@ssw.rutgers.edu

If you have questions, concerns, problems, information or input about the research or would like to know your rights as a research subject, you can contact the Rutgers IRB or the Rutgers Human Subjects Protection Program via phone at (973) 972-3608 or (732) 235-2866 or (732) 235-9806 OR via email irboffice@research.rutgers.edu, or you can write us at 335 George Street, Liberty Plaza Suite 3200, New Brunswick, NJ 08901.

Please print out this page if you would like a copy of it for your files.

By beginning the interview, you acknowledge that you are 18 years of age or older, have read the information, agree to take part in the research, and agree to be recorded for transcription purposes, with the knowledge that you are free to withdraw your participation without penalty.