UCL's Department of Applied Health Research (DAHR) is carrying out a service evaluation funded by North East London (NEL) Cancer Alliance. The evaluation will explore how primary healthcare professionals are engaging with C the Signs software. C the signs software is a package which supports GPs to identify patients at risk of cancer at the earliest and most curable stage of the disease. NEL Cancer Alliance has implemented C the Signs in 5 boroughs in 2020/1.

The research is being carried out by Dr Georgia Black and Dr Samantha Machen.

*The aim of this information sheet is to help you understand why we are carrying out this evaluation and what would be required of you if you decide to take part in the study.*

1. **Who has given ethical approval for the study?**

This study has been approved by the Health Research Authority (HRA).

2. **Why have I been asked to take part?**

You have been asked to take part because you are currently a primary healthcare professional who is directly involved with C the Signs software on a regular basis. This may mean that you are involved with using it in a clinical capacity or in an administrative capacity. We wish to capture a wide range of views about C the Signs, and how you use it in your current role. We believe you have a valuable perspective on the C the signs software and can help us understand how it is being used in your local area.

3. **What does taking part involve?**

If you decide to take part, the researcher will liaise with you to arrange a suitable time for an interview and ask you to sign a consent form. The interview will take place at a time and place that suits you and your work commitments. This interview may be done in person or by telephone/Teams. The interview will take between 30-45 minutes and the researcher will ask to audio record the interviews. If you would prefer for the interview to not be recorded, then the researcher will take notes instead.

The interview will include questions on your current role, and your experiences with the C the Signs software since its introduction. For example, the researcher may ask about how you use C the Signs, and how effectively it supports your work.
4. Do I have to take part?

No, it is up to you to decide whether or not you take part. If you do decide to take part, we will ask you to sign a consent form before the interview commences. Whether or not you decide to take part in the interview, your employment status or relations with NEL Cancer Alliance will not be affected in any way.

5. Is what I say confidential?

Yes – we will not inform anyone outside the research team that you participated in the study and your personal information will not be attached to any information you provide. All information will be stored securely and will only be accessed by members of the research team and we will not identify you by name in any reports or publications. Your personal data will be destroyed within a year of the study’s completion, which research data will be archived securely for 20 years after the study’s completion, before its eventual destruction.

If you disclose information that the researcher feels has implications for professional practice, we may report these concerns to the head of service or other managers. Any information will be anonymised, ensuring you cannot be identified.

6. What if I change my mind?

You are free to withdraw from the study at any time. You do not have to give a reason for withdrawing. If the interview starts and you wish to stop then you able to at any point. If you decide to withdraw then you can at any time by contacting us on the details at the end of this sheet.

7. What are the risks of taking part?

Taking part in this study will take up little of your time, but we will do our best to minimise any inconvenience and make sure this doesn't take too much of your time by arranging to meet at a time and place that suits you. If taking part in this study makes you uncomfortable then you can withdraw at any time. If you have any specific concerns, you can discuss these with the research team before and after agreeing to take part.

8. What are the benefits of taking part?

The findings from this study will help us understand the way that C the Signs is being used in clinical practice against its own aim to help diagnose early stage disease. Your insights will help us better understand the pros and cons of the software. With your involvement, we will be able to evaluate whether C the Signs is helping improve the diagnosis of cancers for patients across North East London.
9. What will happen to the results of the research study?

At the end of the study, the results of this research will be created into a report for NEL Cancer Alliance and also published in scientific journals as well as presenting them at national and international conferences. Your name will not be used at any time. A report of the findings can also be disseminated to NEL Cancer Alliance staff and we will be happy to send you a copy if you are interested.

10. What happens if something goes wrong?

If you wish to complain, or have concerns about any of the aspects of the way you have been treated by members of the research staff you can contact the Chief Investigator (details below). Alternatively, you can visit the trust’s guidance page at ::

11. Where can I find out more about the research?

Further information can be found by contacting the study team:

**Chief investigator**
Dr Georgia Black
g.black@ucl.ac.uk

**Co-investigator**
Samantha Machen
samantha.machen.16@ucl.ac.uk

If you don’t get a satisfactory response from the researchers please contact The Chair of the UCL REC of the Vice Provost Research (OVPR) - Taviton Street, UCL; ethics@ucl.ac.uk

Data Protection Privacy Notice

**Notice:**

The data controller for this project will be University College London (UCL). The UCL Data Protection Office provides oversight of UCL activities involving the processing of personal data, and can be contacted at data-protection@ucl.ac.uk. The Department of Applied Health Research’s Data Protection Officer is Stephanie Hume and she can also be contacted at s.hume@ucl.ac.uk

Your personal data will be processed for the purposes outlined in this notice. The legal basis that would be used to process your personal data will be [the provision of your consent.] You can provide your consent for the use of your personal data in this project by completing the consent form that has been provided to you.
Your personal data will be processed so long as it is required for the research project. If we are able to anonymise or pseudonymise the personal data you provide we will undertake this, and will endeavour to minimise the processing of personal data wherever possible.

If you are concerned about how your personal data is being processed, please contact UCL in the first instance at data-protection@ucl.ac.uk. If you remain unsatisfied, you may wish to contact the Information Commissioner’s Office (ICO). Contact details, and details of data subject rights, are available on the ICO website at: https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/individuals-rights/

Thank you for reading this information sheet and for considering taking part in this study.