

## Appendix 7 – Information sheet to healthcare provider

### SA HEALTHCARE PROVIDER INFORMATION SHEET

A participant from the **CareTrack Australia** study has identified your health care facility or practice as a provider of their care. We enclose a copy of their consent for us to access their medical records and interview them.

**CareTrack Australia** is a joint project between the Universities of New South Wales and South Australia, and is part of a **Program Grant** funded by the **National Health & Medical Research Council**. A detailed summary of the project has been included in this package and further information is outlined on the CareTrack Australia website ([www.aihi.unsw.edu.au/IHIWeb.nsf/page/CareTrack%20Australia](http://www.aihi.unsw.edu.au/IHIWeb.nsf/page/CareTrack%20Australia))

Following receipt of your consent/s, a CareTrack Australia surveyor will contact you to arrange a time to access the healthcare records of the nominated participant/s. The process of extracting the information from the records will be undertaken at your practice and is anticipated to take approximately one hour. There will not be a burden on you or your staff, other than to provide access to the record. At no time will any records be removed from the site. Any identifiers of yourself, your healthcare facility or practice, the patient or the surveyor will be protected under Declaration VC of the Commonwealth Health Act 1973, under which disclosure of an identifier is a criminal offence. All data extracted will be entered into a secure, confidential database from which identifiers will have been removed. All information will be kept securely at the Hunter Valley Research Foundation for a period of 7 years.

During phase 2 of the study, selected subsets of healthcare providers will be chosen for a telephone interview (a separate consent for interview is included) about the management of aspects of certain conditions of one of your patients. If you are agreeable, (and are selected), researchers will arrange a time for a telephone interview and access to the relevant healthcare record for this interview. The person conducting the interview will be a researcher. They will have a previously extracted de-identified summary of the healthcare provided to your patient but will not know your name or identity, or the name or the address of your facility or practice.

It is possible that questions about your management of your patient's condition could upset you. If this happens, you might choose to terminate the interview and withdraw from the study entirely, or terminate the interview and continue at a later time. It is also possible to request, from the interviewer, the telephone numbers of a professional who could provide you with assistance.

This research has been approved by the Southern Adelaide Flinders Clinical Human Research Ethics Committee. The following Human Research Ethics Committees (HREC) have provided approval for the study to be conducted: Hunter New England, University of New South Wales, SA Health, Tasmania Health, ACT Health, Royal Adelaide Hospital HREC, Royal Australian College of General Practitioners, and The Queen Elizabeth Hospital/Lyell McEwin Hospital HREC. Should you have any concerns about your rights as a participant in this research, or you have a complaint about the manner in which the research is conducted, please contact:

- ❖ Tamara Hunt, on (08) 8302 1004 who is a member of the study team or
- ❖ Associate Professor Simon Carney, Chairman SAFCHREC on 82044507 or email [research.ethics@health.sa.gov.au](mailto:research.ethics@health.sa.gov.au)

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