## Parent/Guardian information sheet

Version: 4.0, 8 November 2023

Local Lead Investigator: [local\_lead\_investigator\_name]

Chief Investigator: Dr JK Baillie, University of Edinburgh

### Introduction

We are undertaking a research study involving people with severe illness (such as Covid-19, influenza, sepsis and other causes of critical illness).

You are the best person to represent the interests of a patient who may be able to participate in this research, which is why we have approached you. We would ask you to set aside your own views and consider their interests and what you feel would be their wishes and feelings. Before you decide it is important for you to understand why the research is being done and what it would involve for your child.

Please take time to read the following information carefully. Please ask us if there is anything that is not clear or if you would like more information and take time to decide. Your decision is completely voluntary. The decision you make will not affect your child’s care or treatment in any way.

### What is the study about?

Infectious diseases and severe injuries affect millions of people around the world every year. Most cases are mild, but some people become very unwell. Our genes (or DNA) determine how vulnerable we are to critical illness. If we could find the genes that cause some people to be more vulnerable, we may be able to develop better treatments for patients in the future.

### WHO WILL BE INVOLVED IN THE STUDY?

GenOMICC is a collaboration of doctors and scientists who are trying to better understand critical illness.

We may also partner with other organisations in future to conduct research.

### What will happen if MY CHILD takes part in this study?

You will be asked to confirm your declaration by signing a consent form. A single blood sample will be taken (no more than 4mls; roughly 1 teaspoon) from your child to get a DNA sample. If they are unable to give a blood sample for any reason, a sample of saliva may be taken instead in some circumstances.

### What will happen to the samples?

We will use the blood sample to extract and analyse your child’s DNA, which could include the whole sequence of their genome. Your genome is your body’s ‘instruction manual’ that contains the information needed to make you, run you and repair you. Your genome is made up of all 3 billion letters of your DNA.

Data from their blood sample, together with their health data, will be looked at by researchers and compared with DNA and health data from the rest of the population, and from others with critical illness from different causes. This will help us to try and find patterns about how diseases affect people and potentially find a cause of the disease factors that affect how mild or severe a disease is.

With your permission, we will store the DNA sample and use it for future ethically approved medical research. Some of this research may make use of facilities in other countries, or those provided by commercial organisations, but your child’s sample will always be under the control of the GenOMICC investigators, or partner organisations, and subject to UK regulations.

### What data is looked at?

GenOMICC investigators and partners will always protects your child’s data and control who has access to it. Researchers will access the following de-identified (meaning that name, date of birth and other identifying information have been removed) information:

* Your child’s clinical test data
* Electronic copies of all of your child’s records from the NHS, your GP and other organisations (such as NHS Digital and Public Health bodies)
* Information about any illnesses or stays in hospital – including information that you may not think is related to your child
* Copies of hospital or clinic records, medical notes, social care, and local or national disease registries, and data from other research studies
* Relevant images from your child’s NHS records, such as MRI scans, X-rays or photographs
* Data from other research registries and studies that may be relevant

Your child’s original records remain within the NHS. We will include your child’s data in secure analysis systems. Data taken out of these environments will be restricted to data that cannot be used to re-identify anyone in any way.

The information will only be used for the purpose of healthcare research, or to contact you or your child about future opportunities for them to participate in research. It will not be used to make decisions about future services that might be available, such as insurance.

Where there is a risk that your child can be identified, their data will only be used in research that has been independently reviewed by an ethics committee and/ or the sponsor.

### Will my child’s data be kept confidential?

Yes. All the information we collect during the course of the research will be kept confidential and there are strict laws which safeguard the privacy of research participants at every stage. Study researchers will need access to your child’s medical records and data to carry out this research.

To ensure that the study is being run correctly, we will ask your consent for responsible representatives from the Sponsor or NHS Institution to access your child’s medical records and data collected during the study, where it is relevant to you taking part in this research. The Sponsor is responsible for overall management of the study and providing insurance and indemnity.

### Are there any benefits or disadvantages to taking part in this study?

There is no direct benefit to taking part in the study, but we hope to be able help other people who become critically ill in future. There is a very small possibility that we will discover information about your child’s health from their DNA. If this unlikely event happens, we will try to contact their clinical care team to explain the findings and there may be a need for additional tests. This information may be complex and difficult to interpret with certainty, and it may change over time as we discover more about the genome. For this reason the significance of this information would be explained to you and your child by doctors or nurses with relevant expertise.

### Will you contact me again?

Although we can learn a lot from DNA, we may be able to learn even more from studying the cells in your child’s blood, or other research. For this reason we might contact you or them in future about participation in studies related to critical illness. Importantly, by consenting to this first blood sample, you are not automatically consenting to further blood samples. You can give consent to a blood sample now and say no if asked again in the future.

GenOMICC investigators may also contact you or your child directly or through their clinical care team about other studies that they might wish to take part in. These studies may be related to disease or just to biological differences between people. This may be because researchers have already looked at your child’s health data, or data from the samples taken from your child, and would like further information based on these findings. You can choose to say yes or no to your child taking part in further studies and it will not affect this study or your child’s treatment in any way.

### What will happen if I do not provide consent?

Absolutely nothing. You are free to choose not to consent, and this would not affect your child’s treatment in any way.

### Can I request that my child be withdrawn from the study at any point?

Yes you are free to withdraw your child from this study at any time without giving reason and without detriment to your child’s medical care. All samples that we hold from your child would be destroyed. This applies if you are a parent wanting to withdraw your child, or a relative/consultee wanting to withdraw on behalf of somebody else.

If you decide to withdraw from the study, no new information about your child will be collected, but information that has already been collected will continue to be used for the study.

You will need to sign a withdrawal form to record your decision. The form can be requested from your healthcare professional or downloaded from the GenOMICC website: [http://genomicc.org/uk/withdrawal](http://genomicc.org/uk/withdrawal/)

There are two options to consider when withdrawing:

**1. Partial withdrawal**

* This option is for situations where you would be content for your child’s data to continue to be used for research, but want no further contact.
* We will update our records to ensure you are no longer contacted.
* We will continue to update and store information from your child’s health and other records for use in approved research.

**2. Full withdrawal**

* This option is for situations where you no longer wish for your child’s data to be used for research and want no further contact.
* We **will not**:
  + contact you or your child directly
  + continue to update and store information from your child’s health and other records
  + allow new research access to information that is held about your child
  + use your child’s information for purposes other auditing
* We **cannot**:
  + remove data from research that is underway or has already been done; or
  + remove all records related to your child from our databases
    - an audit record is needed to confirm that your child was once part of the study and then withdrew; this information includes your child’s first name, surname, date of birth, address and contact details

### What if I have any problems or would like further information about the study?

If you would like more information about the study you can contact the Local Lead Investigator, [local\_lead\_investigator\_name], or contact the study coordinator, [study\_coordinator\_name] on: [study\_coordinator\_phone\_number] or email [study\_coordinator\_email\_address]

If you would like to discuss this study with someone independent of the study team please contact: David Dorward on: 0131 650 1000 or email: David.dorward@ed.ac.uk

If you wish to make a complaint about the study, please contact: [Enter local patient experience team or complaint contact information / Patient Advice and Liaison Service (PALS) details]

## General Data Protection Regulation (GDPR) Participant Information

The UK General Data Protection Regulation (UK GDPR), tailored by the Data Protection Act 2018, will govern the processing (holding or use) of personal data in the UK. You are receiving this as you are currently a participant on this clinical research study. The information below details what data is held about you and who holds or stores this.

The University of Edinburgh and NHS Lothian are the co-sponsors for this study based in the United Kingdom. We will use information from you and/or your medical records in order to undertake this study and will act as the data controller for this study. This means that we are responsible for looking after your information and using it properly. The co-sponsors will keep identifiable information about you for 5 years after the study has finished.

Your rights to access, change or move your information are limited, as we need to manage your information in specific ways in order for the research to be reliable and accurate. If you withdraw from the study, we will keep the information about you that we have already obtained. To safeguard your rights, we will use the minimum personally-identifiable information possible.

### Providing personal data directly e.g. verbally, in a questionnaire or from your care provider

[NHS site name] will keep your name, NHS number and contact details to contact you about the research study, and make sure that relevant information about the study is recorded for your care, and to oversee the quality of the study. Individuals from the University of Edinburgh and NHS Lothian and regulatory organisations may look at your medical and research records to check the accuracy of the research study. [NHS site name] will pass these details to the University of Edinburgh and NHS Lothian along with information collected from you and your medical records. The only people in the University of Edinburgh and NHS Lothian who will have access to information that identifies you will be people who need to contact you about study follow up or audit the data collection process.

[NHS site name] will keep identifiable information about you from this study for 5 years after the study has finished.

Providing personal data indirectly e.g. from your medical records

The University of Edinburgh and NHS Lothian will collect information about you for this research study from [NHS site name]. This information will include your name/ NHS number/ contact details and health information, which is regarded as a special category of information. We will use this information to access your medical records where applicable and study follow up.

### Use of data for future research

When you agree to take part in a research study, the information about your health and care may be provided to researchers running other research studies in this organisation and in other organisations. These organisations may be universities, NHS organisations or companies involved in health and care research in this country or abroad. Your information will only be used by organisations and researchers to conduct research in accordance with the [UK Policy Framework for Health and Social Care Research**.**](https://www.hra.nhs.uk/planning-and-improving-research/policies-standards-legislation/uk-policy-framework-health-social-care-research/)

Your information could be used for research in any aspect of health or care, and could be combined with information about you from other sources held by researchers, the NHS or government. Where this information could identify you, the information will be held securely with strict arrangements about who can access the information.

### Contact for further information

You can find out more about how we use your information and our legal basis for doing so in our Privacy Notice at [www.accord.scot.](http://www.accord.scot/)

For further information on the use of personal data by NHS sites, please link to the Health Research Authority (HRA) website; [https://www.hra.nhs.uk/information-about-patients/.](https://www.hra.nhs.uk/information-about-patients/)

If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter. If you are not satisfied with our response or believe we are processing your personal data in a way that is not lawful you can complain to the Information Commissioner’s Office (ICO) at [https://ico.org.uk/.](https://ico.org.uk/)

Data Protection Officer contact information:

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| **University of Edinburgh**  Data Protection Officer  Governance and Strategic Planning  University of Edinburgh  Old College  Edinburgh  EH8 9YL  Tel: 0131 651 4114 [dpo@ed.ac.uk](mailto:dpo@ed.ac.uk) | **NHS Lothian**  Data Protection Officer  NHS Lothian  Waverley Gate  2-4 Waterloo Place  Edinburgh  EH1 3EG  Tel: 0131 465 5444  [Lothian.DPO@nhs.net](mailto:Lothian.DPO@nhs.net) |  |