
PARTICIPANT INFORMATION

Full Project Title: The exploration of managers' experiences and views of alcohol prevention programs in young people

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This Participant Information contains detailed information about the research project. Its purpose is to explain to you as openly and clearly as possible all the procedures involved in this project before you decide whether or not to take part in it. Please read this Participant Information carefully. Feel free to ask questions about any information in the document.

Once you understand what the project is about and if you agree to take part in it, you will be asked to sign the Consent Form. By signing the Consent Form, you indicate that you understand the information and that you give your consent to take part in the research project. You will be given a copy of the Participant Information and Consent Form to keep as a record.

The purpose of this research is to develop a greater understanding of how managers perceive the effectiveness of the alcohol prevention programs to young people and to identify improvement strategies based on managers' own experiences and understanding of the programs. An understanding of the effectiveness of alcohol prevention programs plays a key role in preventing and reducing alcohol use among young people. You are invited to take part in this study because we are interested in your experiences. In particular we are interested in your experiences regarding the effectiveness of the alcohol prevention programs.

Participation in this research will involve:

- Being interviewed via telephone in the location of your choice as appropriate on an agreed date and time. The interviewer will conduct the interview in a private office or meeting room located within La Trobe University.
- The interviewing questions will seek your experience and opinions on the alcohol prevention programs to young people.
- Each interview will take approximately 30-40 minutes.

You may obtain some benefits from discussing your experiences on alcohol prevention programs to young people. Alternatively, there will be no direct benefit for you to take part in this study. Data will be used to develop a greater understanding of how managers perceive the effectiveness of the alcohol prevention programs to young people and to identify improvement strategies based on managers' own experiences and understanding of the programs.

As this study involves being interviewed about the effectiveness of current alcohol prevention programs to young people, there are no expected risks associated with this study. However, if during the interview, you experience any discomfort, you can cease the interview at any time. If you experience any distress in the interview, you can suspend or withdraw from participation in the research. If you feel any uncomfortable or distressed as a result of the interview and want to talk to someone about that, you can access the Australian Counselling Online Service (Website: <http://www.counsellingonline.org.au/en/> or Phone: 1800-888-236).

Participation is voluntary. You are under no obligation to participate.

Any information we collect that can identify you will remain confidential. Except as required by law, what you tell us will only be disclosed with your permission.

All data will be kept in a locked filing cabinet in the supervisor's office (Dr Zhanming Liang's office, Room 126 Health Science 1 Building, La Trobe University) in the project setting for 5 years after the completion of the project. All data could only be accessible by the researchers (the honours student and the supervisor). Those data will be stored in electronic format in password protected computer of the supervisor. Paper records including both notes and digital records will be destroyed once they have been transformed into excel or word documents (electronic format). The data will be de-identified and only be accessible by the project researchers.

In any publication, information will be provided in such a way that you can not be identified. Results of the project will be provided to you on request.

If you require any further information or if you have any problems about the project, you can contact the researchers.

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If you have any complaints about any aspects of the project, the way it is being conducted or any questions about your rights as a research participant, you may contact the Ethics Liaison Officer, Faculty of Health Sciences Human Ethics Committee, La Trobe University, Victoria, 3086.

Phone: (03) 9479-2357, Email: n.mcdonald@lartobe.edu.au.

Participation in any research project is voluntary. If you do not wish to participate you are not obliged to. If you decide to take part and later change your mind, you are free to withdraw from the project at any point.

Before you make your decision, the researchers will be available to answer any questions you might have concerning this project. You can ask for any information you want. Sign the Consent Form only after you have had a chance to ask your questions and have received satisfactory answers.

There are no disadvantages, penalties or adverse consequences for not participating or for withdrawing from the research.

“You have the right to withdraw from active participation in this project at anytime and, further, to demand that data arising from your participation are not used in the research project provided that this right is exercised within four weeks of the completion of your participation in the project. You are asked to complete the “Withdrawal of Consent Form” or to notify the investigator by e-mail or telephone that you wish to withdraw your consent for your data to be used in this research project.”

This project will be carried out according to the *National Statement on Ethical Conduct in Research Involving Humans* (June 1999) produced by the National Health and Medical Research Council of Australia. This statement has been developed to protect the interests of people who agree to take part in human research studies.