

INFORMATION SHEET FOR PARTICIPANTS

REMAS Reference Number: 18247



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KCL CHECK – KCL & Coronavirus: Health & Experiences of Colleagues at King's

We would like to invite you to participate in this research project. The research will be conducted online/via your phone and consists of an online survey module via your smartphone/laptop/tablet and an optional virology module. You should only participate if you want to; choosing not to take part will not disadvantage you in anyway. Before you decide whether you want to take part, it is important for you to understand why the research is being done and what your participation will involve. Please take time to read the following information carefully and discuss it with others if you wish. Please ask questions if there is anything that is not clear or if you would like more information.

What is the purpose of the study?

The research aims to study the impact of the COVID-19 pandemic on short- and long-term health and wellbeing outcomes among KCL staff and postgraduate research students. Additionally, we aim to identify, in as close to real time as possible, individuals who have symptoms of COVID-19. We also aim to identify the impact of events and issues occurring during the pandemic period that may not directly relate to COVID-19 but that may additionally affect people. The optional virology module aims to verify the presence of antibodies from previous COVID-19 infection using a home antibody testing kit – please note this testing kit is not diagnostic. As well as providing critical insights into the wide impacts of the pandemic, findings will also inform the health and wellbeing, and internal communication strategy of King's College London on managing and supporting staff during the current COVID-19 pandemic and beyond.

Why have I been invited to take part?

You have been invited to take part because you are a KCL staff member or postgraduate research student.

Do I have to take part?

Participation in the study is voluntary and you do not have to take part. Please read this information sheet and if you have any questions you should ask the research team by emailing check@kcl.ac.uk.

What will happen to me if I take part?

If you would like to take part in this study, you will be asked to fill in an online consent form and given a link to an online survey. You will also be asked to register using your email address, which will allow you to save the survey and come back later. If you agree to take part in the longitudinal study and receive a home testing kit to verify the presence of antibodies from previous COVID-19 infection, you will be asked to provide your contact details. Only participants who consent to the longitudinal study will be able to take part in

the virology (testing) component. Please note we are only able to send home testing kits to those with a UK address due to logistical constraints.

In more detail:

- 1) the online survey: collects information on demographics, occupational data, family, social networks and health – including physical and mental health questionnaires as well as COVID-19 related symptoms. It includes sections on current and anticipated impacts of the COVID-19 outbreak, for you, your family and wider society. The questionnaires feature in depth questions on sensitive issues including personal relationships, mental health, alcohol consumption and wellbeing. An example of some questions are: “how often do you have a drink containing alcohol?” and “to what extent do you feel your life to be meaningful?”. The survey also contains items relating to work and KCL’s approach during the pandemic. The survey takes approximately 30 minutes to complete, but may be longer for people who have been more affected. If you have consented to providing an email address to register, you will be able to save the survey and come back at a later time to complete.
- 2) The longitudinal study: this will consist of very short 2 weekly questionnaires which you can complete on your phone/laptop/tablet and will be repeated every 2 weeks and a more detailed questionnaire (similar to the initial online survey completed) every 2 months. The follow-up surveys may also contain topical items relating to events or issues that in some cases may not directly relate to COVID-19. This is to understand the additional impact, or interactive impact, of non-COVID events which occur during the pandemic period. Please note that these questions are also optional, and you can skip them if you do not wish to answer them. We ask for your explicit consent to send you emails/text messages reminding you to complete the two monthly and fortnightly survey. This ongoing assessment is essential to get an accurate picture of how the COVID-19 outbreak is impacting you. These surveys will be shorter than the initial survey, with the fortnightly survey taking between 10-15 minutes. As it is currently unclear how long the current situation will last, an anticipated study duration of 18 months is being proposed. This will be shortened or extended depending on the UK government guidance regarding social distancing.
- 3) Virology module: You will be able to consent to receive a home testing kit. An antibody testing kit will be sent to your preferred UK address with a rapid Immunoassay Test Cassette to verify the presence of antibodies from previous COVID-19 infection. It is anticipated that this will be repeated at regular intervals (approximately every two months) to assess your antibody status over time. However, this may change depending on how the pandemic develops and government guidance. The test involves pricking your fingertip (a lancet to do a fingertip prick will be provided when we send you the kit) and taking a small blood sample which will be analysed in the Test Cassette supplied. Within 10 minutes, coloured lines should appear on the Test Cassette indicating the result. A guide to interpreting the result will be included in the instructions supplied. We will ask you to share the test result with the research team by taking a photograph of the result within 20 minutes of starting the test, and uploading the photograph to a dedicated webpage: www.kcl-check.org/test-results. If you think you may be unable to follow this procedure, for example if you are unable to take a photograph or have difficulties uploading the picture, you can contact the research team by emailing check@kcl.ac.uk and we will try to help. Please be aware that this test is part of a research study and is not a clinical test; a negative test does not mean you do not/have not had COVID-19 and

a positive test does not exclude you from getting the infection in the future as our understanding of how the disease works will change over time. The test we are using is a COVID-19 IgG/IgM Rapid Test Cassette that has been tested independently at St Thomas's Hospital against 29 samples from people 20-30 days after the first symptoms of a confirmed COVID-19 illness and detected 28 positive for IgG (96% sensitivity) and against 50 samples from people without COVID-19 and detected 0 positive for IgG (100% specificity). This means if your result is negative it is highly unlikely you have had COVID-19 infection but there is a small chance you may have. If your result is positive, there is still a small chance you may not have had the infection. The test results should in no way effect the way that you manage your healthcare and you should follow normal national and NHS guidelines without in any way using the test results in your evaluation of risk of developing COVID-19 or managing your wellbeing if you have symptoms. Please note that if you consent to this virology module, you may be contacted to confirm your preferred UK address to receive the home testing kit.

We will also ask for your explicit consent to contact you for future studies. The research team may be able to identify you however we will separate personal data and survey responses as soon as we can, and ensure the study team are fully trained in data protection and confidentiality. Additionally, any identifiable data will only be viewed by limited members of the team who will be required to do so to move the data from the secure online system to KCL secure storage.

What are the possible benefits of taking part?

There is no direct benefit to you individually, but anonymised cohort data will be available to the university to help improve its approach to the wellbeing of KCL staff and the postgraduate research student community. There may be some individual indirect benefits when taking part. People often value the opportunity to anonymously disclose their experiences and feelings. Furthermore, people may feel keen to contribute to research concerning such a stressful and unprecedented situation. You will also have the chance to verify the presence of antibodies from previous COVID-19 infection using a home antibody testing kit.

What are the possible risks of taking part?

We don't anticipate any risks by you taking part in this research however some survey topics may cause you distress as they cover personally sensitive issues i.e. mental health and alcohol consumption.

Your safety: We appreciate that you are willing to share your experiences and feelings with the research team. However, we cannot respond to information provided by you about your physical and mental health during this research. If you would like emotional support, or completing the survey has caused distress, we encourage you to reach out to someone you trust. Suggestions of outside support can be found here, and below:

- Internal and external support services available to KCL staff can be found at: <https://www.kcl.ac.uk/hr/diversity/dignity-at-kings/support-services/staff-support>
- Counselling and mental health support offered by KCL to students (which are currently offering online/remote support) Email: counselling@kcl.ac.uk More information available at: <https://www.kcl.ac.uk/counselling>

- NHS services including General Practitioners, Improving Access to Psychological Therapy Services and in emergency situations Accident and Emergency

Third sector helplines (such as Samaritans – Tel: 116 123 Email: jo@samaritans.org)

Data Handling and Confidentiality

Your data will be processed in accordance with the General Data Protection Regulation (GDPR). All of the data collected as part of this project will be regarded as strictly confidential and will be held securely until the research is finished. All data for analysis will be anonymised. In reporting on the research findings, we will not reveal the names of any participants. All research staff are provided with training regarding GDPR and KCL standards for handling data. Any data provided electronically will be stored on a database on a restricted server only accessible by specified members of the research team who have been given authorisation to access the database.

We will hold the data for 4 years after the completion of the study in line with the KCL data retention guidelines.

Data Protection Statement

Your data will be processed in accordance with the General Data Protection Regulation 2016 (GDPR). If you would like more information about how your data will be processed in accordance with GDPR please visit the link below:

<https://www.kcl.ac.uk/research/support/research-ethics/kings-college-london-statement-on-use-of-personal-data-in-research>

Will participation be kept confidential?

All of the data collected as part of this project will be regarded as strictly confidential and will be held securely until the research is finished. All data for analysis will be anonymised. In reporting on the research findings, we will not reveal the names of any participants.

No study data will be available in any identifiable format to anyone outside of the immediate research team such that those in authority in your employing organisations will not have access to your data. The sponsor and data controller for this project will be King's College London (KCL). The University will process your personal data for the purpose of the research outlined within this information sheet. The legal basis for processing your personal data for research purposes under GDPR is a 'task in the public interest'. You can provide your consent for the use of your personal data in this study by completing the consent form that has been provided to you. Kings College London (as an employer) **will not** be able to identify individuals completing the survey.

When you agree to take part in a research study, the data you have provided may be shared with 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. 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. The information will only be used for the purpose of health and care research, or to contact you about future opportunities to participate in research. It will not be used to make decisions about future services available to you, such as insurance.

Questions, comments and requests about your personal data can be sent to the King's College London Data Protection Officer Mr Albert Chan info-compliance@kcl.ac.uk. If you wish to lodge a complaint with the Information Commissioner's Office, please visit www.ico.org.uk

What if I change my mind about taking part?

You can withdraw yourself or your data from the study anytime until the end of the study without giving a reason by contacting a member of the research team.

With regards to the online survey module, you can stop participating by stopping completion of the online surveys. You can also email the study team using the dedicated research team email address check@kcl.ac.uk to indicate you are no longer willing to participate in the study for both the online survey module and virology module. We aim to publish non-identifiable data in brief summaries within weeks of data collection. Therefore, withdrawal of the data will not be feasible if your anonymised data has already been published. If you choose to withdraw from the survey module or the virology module part way through the study, the data already collected will be retained and no further data will be collected from you.

You have the right to access and withdraw information held about you. The data will be stored within a firewall protected server at King's College London. 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. Withdrawal of the data will not be feasible if your anonymised data has already been published. You can find out more about how we use your information by contacting the research team on check@kcl.ac.uk.

How is the project being funded?

The research is organised and funded by King's College London.

Who should I contact for further information?

If you have any questions or require more information about this study, please contact Professor Reza Razavi and Professor Matthew Hotopf using the dedicated study email address: check@kcl.ac.uk

What if I have further questions, or if something goes wrong?

If this study has harmed you in any way or if you wish to make a complaint about the conduct of the study you can contact King's College London using the details below for further advice and information:

The Chair, PNM Research Ethics Subcommittee

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