**ANMF Federal Office Research Participation Dissemination Request Form**

Please use this form when submitting a request to the ANMF Federal Office regarding the dissemination of a research participation opportunity. Completed forms for projects that have received Human Research Ethics Committee Approval will be considered.

Requests must be received well in advance of when recruitment is anticipated to occur (generally at least 4-5 weeks but often sooner).

The dissemination of opportunities to participate in research does not indicate ANMF Federal Office endorsement of the project, project outputs, or investigators/project team beyond informing potential participants of opportunities to voluntarily participate in research projects.

Dissemination of research participation opportunities are at the ANMF Federal Office’s discretion and the ANMF reserves the right to decline or cease to disseminate any opportunity (for example, in the case of a breach of the *Australian Code for the Responsible Conduct of Research.[[1]](#footnote-1)*)

The Research Project Leader (or Chief/Principal Investigator ‘A’ where more than one institution is involved in the research project) remains primarily responsible for the planning, design, approval, and conduct of any research project including recruitment of participants.

The ANMF Federal Office takes no responsibility for the conduct, reporting, or outputs of the research unless otherwise explicitly stated (e.g., where the ANMF Federal Office is an official project collaborator/partner).

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| --- | --- | --- | --- | --- | --- | --- |
| Required Information | | | | | | |
| Project Title | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Research Aim/s | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Research Objective/s | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Research Question/s | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Project details (Max 200 words) | | | | | | |
| Please briefly describe the study type, purpose, and any expected benefit/s. | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Potential risks/harms (Max 150 words) | | | | | | |
| Please explain any potential risks or harms that may be associated with participation in the proposed project as well as ways risks or harms will be avoided and/or minimised. | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Is this a student project? | | | | | | |
| PhD  Masters | | Honours  Undergraduate | | | | |
| Has the project received research ethics approval? – Yes  No | | | | | | |
| Please provide evidence of approval by a relevant ethics committee (university, hospital, other institution). | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Research Project Leader Details | | | | | | |
| Full name | | | | Click or tap here to enter text. | | |
| Position/Role | | | | Click or tap here to enter text. | | |
| Organisation/ Affiliation | | | | Click or tap here to enter text. | | |
| Address | | | | Click or tap here to enter text. | | |
| Telephone | | | | Click or tap here to enter text. | | |
| Email | | | | Click or tap here to enter text. | | |
| Are you: | | | |  | |  |
| An ANMF member | | | | Yes | | No |
| A Nurse and/or midwife | | | | Yes | | No |
| A Nursing and/or midwifery student | | | | Yes | | No |
| Research Team | | | | | | |
| Please list the name, position/role, and organisation/affiliation of each research team member and indicate if any team member is a student. | | | | | | |
| Full Name | **Position/Role** | | | | **Organisation/Affiliation** | |
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| Click or tap here to enter text. | Click or tap here to enter text. | | | | Click or tap here to enter text. | |
| Details of the request | | | | | | |
| When will participant recruitment open? | | Click or tap here to enter text. | | | | |
| When will participant recruitment close? | | Click or tap here to enter text. | | | | |
| What are participants expected to do? | | Click or tap here to enter text. | | | | |
| How long does participation take? | | Click or tap here to enter text. | | | | |
| Proposed wording (Max 300 words) | | | | | | |
| Please provide the proposed wording to be used for the promotion of potential research participation using the below template. Please replace all highlighted sections with the relevant information. | | | | | | |
| X Title - description of research project X  X Sentence or two introducing the project X  A research team from X Institution/s X/ X Investigator name/s X are investigating X 2-3 sentences about the project aim/s, objective/s, and impact X  X 1-2 sentences identifying participant eligibility and what’s involved in participation X. To participate in the project, please click the link or QR code below.  X Hyperlink or QR code to survey/recruitment X  If you would like more information about this study, please contact X Chief Investigator name X via email X email X or phone on X phone number X.  This study has been approved by the Human Research Ethics Office/Committee at X Institution X [Ref No: X #### X]. Any concerns or complaints about the conduct of this study should be directed to the Human Research Ethics Office/Committee, X Institution Name and Address X  Email: X email X/ X phone number X  *The Australian Nursing and Midwifery Federation (ANMF) is not responsible for the conduct or reporting of this externally led research project.* | | | | | | |
| Please provide links/QR codes for participants to the research project | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Research/recruitment tools/instruments | | | | | | |
| Please attach all research/recruitment tools/instruments (for example, participant information sheets, surveys, questionnaires) and clearly label the attached files here. | | | | | | |
| Click or tap here to enter text. | | | | | | |
| Has a summary of the project been appended to the application? (Max 700 words) – See example | | | Yes  No | | | |
| Will the ANMF (Federal Office) and research participants be acknowledged for their contributions in any relevant project output? | | | Yes  No | | | |
| At the conclusion of the project, does the research team agree to provide the ANMF (Federal Office) with a final report summary of the project? (Max 1000 words) – See example | | | Yes  No | | | |

**EXAMPLE**

**ANMF Federal Office Research Participation Dissemination Request Form**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Required Information | | | | | | |
| Project Title | | | | | | |
| 2020 Australian Nursing and Midwifery Federation COVID-19 Workforce Survey | | | | | | |
| Research Aim/s | | | | | | |
| This study will investigate the occupational well-being of nurses, midwives, and personal care workers (PCWs) among members of state and territory branches of the Australian Nursing and Midwifery Federation (ANMF) in the context of the COVID-19 pandemic. | | | | | | |
| Research Objective/s | | | | | | |
| The objectives of the survey are to;   1. Assess indices of occupational well-being including; stress, anxiety, and burnout in nurses, midwives, and PCWs working in different contexts (i.e. hospitals, nursing homes, the community, primary healthcare) across participating states and territories; 2. Determine contributory (upstream) or performance (downstream) factors that are impact occupational well-being; and, 3. Identify opportunities to improve Australia’s workforce preparedness for significant health crises such as COVID-19 in the future, and how union branches/the ANMF can lead or support here. | | | | | | |
| Research Question/s | | | | | | |
| 1. What is the current occupational well-being and strain of nurses, midwives and PCWs in Australia? 2. What is the influence of the workplace environment, job demands, job resources and other organizational factors on staff well-being and strain? 3. What is the influence of occupational and workforce changes related to COVID-19 (e.g. changes to work hours, temporary job shortages) on staff well-being and strain? 4. How satisfied are nurses, midwives and PCWs with the availability of PPE supplies and training? 5. What concerns do nurses, midwives and PCWs have with regard to the health, safety and well-being of their own family and friends? 6. What wellbeing resources may be useful to support nurses, midwives and PCWs to minimise occupational strain in relation to the COVID-19 pandemic? 7. What resources and/or training might support the capacity of the nursing and midwifery workforce to respond effectively to similar outbreaks in the future? 8. What do nurses, midwives and PCWs want from their union branch/the ANMF 9. To support them during and following the COVID-19 pandemic? 10. To raise or campaign for on their behalf in relation to the COVID-19 pandemic and its impact upon them, their workplace, and their patients/clients? | | | | | | |
| Project Methods (Max 200 words) | | | | | | |
| Please briefly describe the study type, purpose, and participant group(s). | | | | | | |
| The study is a cross-sectional survey design. Participants will be asked to complete an online survey (hosted on the REDCap online survey platform) at their convenience. The participant group is Australian nurses, midwives and personal care workers over the age of 18 years. The survey will include questions about participants' demographics, employment and qualifications; work environment and well-being; job demands, resources and strain; organisational changes arising from COVID-19 and their impacts; and concerns in relation to COVID-19. The survey is comprised primarily of validated tools that have been widely used internationally in studies of nurse outcomes, work environment and organizational climate. The survey also includes items to address local context issues, specifically to identify and measure the impacts of COVID-19. The survey is voluntary and will take approximately 20-30 minutes to complete. | | | | | | |
| Potential risks/harms (Max 150 words) | | | | | | |
| Please explain any potential risks or harms that may be associated with participation in the proposed project as well as ways risks or harms will be avoided and/or minimised. | | | | | | |
| There are no expected risks. | | | | | | |
| Expected benefits (Max 150 words) | | | | | | |
| What expected benefits will this research have for the wider community and participants, and how the does benefit of the research justify any risks or harms? | | | | | | |
| The findings will determine the occupational well-being, job satisfaction and strain of nurses, midwives and personal care workers, and the influence of their work environment, job demands and resources, and organizational factors related to COVID-19 on these outcomes. This information may inform strategies for how to better support and retain nurses, midwives and personal care workers in Australia. | | | | | | |
| Is this a student project? – Yes  No | | | | | | |
| PhD  Masters | | Honours  Undergraduate | | | | |
| Has the project received research ethics approval? – Yes  No | | | | | | |
| Please provide evidence of approval by a relevant ethics committee (university, hospital, other institution). | | | | | | |
| This project has been approved by the University of South Australia's Human Research Ethics Committee (Ethics Protocol 203244) as required by the Australian government research requirements, specified in the National Statement on Ethical Conduct in Human Research (2020). This statement has been developed to protect the interests of people who agree to participate in human research studies. | | | | | | |
| Research Project Leader Details | | | | | | |
| Full name | | | Mr Greg Sharplin | | | |
| Position/Role | | | Research and Strategy Manager/ Project Lead | | | |
| Organisation/ Affiliation | | | University of South Australia | | | |
| Address | | | City East Campus | | | |
| Telephone | | | 0000 000 000 | | | |
| Email | | | email@adress.edu.au | | | |
| Are you: | | |  | |  | |
| An ANMF member | | | Yes | | No | |
| A Nurse and/or midwife | | | Yes | | No | |
| A Nursing and/or midwifery student | | | Yes | | No | |
| Research Team | | | | | | |
| Please list the name, position/role, and organisation/affiliation of each research team member and indicate if any team member is a student. | | | | | | |
| Full Name | **Position/Role** | | | **Organisation/Affiliation** | | |
| Mrs Pam Adelson | Research Fellow/ Chief Investigator | | | UniSA Clinical and Health Sciences | | |
| Prof Marion Eckert | Industry Professor of Health Innovation and Enterprise /Chief Investigator | | | UniSA Clinical and Health Sciences | | |
| Mrs Kate Kennedy | Research Fellow/ Chief Investigator | | | UniSA Clinical and Health Sciences | | |
| Dr Micah Peters | Research Fellow/ Chief Investigator | | | UniSA Clinical and Health Sciences | | |
| Details of the request | | | | | | |
| When will participant recruitment open? | | 12 August 2020 | | | | |
| When will participant recruitment close? | | 21 October 2020 (12 weeks) | | | | |
| What are participants expected to do? | | Complete an online survey | | | | |
| How long does participation take? | | The survey will take approximately 20-30 minutes to complete. | | | | |
| Proposed wording (Max 300 words) | | | | | | |
| Please provide the proposed wording to be used for promotion of potential research participation | | | | | | |
| Have your say - COVID-19 Workforce Survey  There can be no doubt that COVID-19 has had a significant impact on the whole community including health professionals.  A research team from the Rosemary Bryant AO Research Centre are investigating the occupational well-being of nurses, midwives, and personal care workers (PCWs) within state and territory branches of the Australian Nursing and Midwifery Federation (ANMF) in the context of the COVID-19 pandemic. This survey will cover various aspects, including employment and qualifications; work environment and well-being; job demands, resources, and strain; organisational changes due to COVID-19 and their effects; and specific concerns related to the pandemic. The goal of the survey is to develop strategies to better support and retain nurses, midwives, and personal care workers in Australia both during and after the COVID-19 pandemic.  Any nurse, midwife, or care worker in Australia is eligible to partake in the survey. The survey is voluntary and will take approximately 20-30 minutes to complete. To participate in the project, please click the link or QR code below.  X Hyperlink or QR code to survey/recruitment X  If you would like more information about this study, please contact Greg Sharplin via email at email@address.com or phone on X phone number X.  This study has been approved by the Human Research Ethics Office/Committee at the University of Australia [Ref No: 203244]. Any concerns or complaints about the conduct of this study should be directed to the Human Research Ethics Office/Committee, University of South Australia. Email: [humanethics@unisa.edu.au](mailto:humanethics@unisa.edu.au). Phone: +618 8302 6330.  *The Australian Nursing and Midwifery Federation (ANMF) is not responsible for the conduct or reporting of this externally led research project.* | | | | | | |
| Please provide links/QR codes for participants to the research project | | | | | | |
| [www.redcap/survey/legitsurveylink.com](http://www.redcap/survey/legitsurveylink.com) | | | | | | |
| Research/recruitment tools/instruments | | | | | | |
| Please attach all research/recruitment tools/instruments (for example, participant information sheets, surveys, questionnaires) and clearly label the attached files here. | | | | | | |
| 1. Participant Information Sheet 2. Survey Instrument 3. Project Summary | | | | | | |
| Has a summary of the project been appended to the application? (Max 700 words) – See example | | | Yes  No | | |
| Will the ANMF (Federal Office) and research participants be acknowledged for their contributions in any relevant project output? | | | Yes  No | | |
| At the conclusion of the project, does the research team agree to provide the ANMF (Federal Office) with a final report summary of the project? (Max 1000 words) – See example | | | Yes  No | | |

1. National Health and Medical Research Council, Australian Research Council and Universities Australia. Australian Code for the Responsible Conduct of Research 2018. Commonwealth of Australia, Canberra. 2018: Online: https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018#download [↑](#footnote-ref-1)