

## LETTER OF INFORMATION / CONSENT

### Greater Sudbury Supervised Consumption Services Needs Assessment and Feasibility Study (SCS-NAFS)

#### Greater Sudbury Community Survey

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This project is supported and advised by the SCS-NAFS Community Advisory Committee:

**Co-chairs:** Dr. A. Zbar and Deputy Chief A. Lekun (Greater Sudbury Police Service)

**Members:** A. Day (North East Local Health Integration Network), B. Dubois (City of Greater Sudbury), Brian McCullagh (Downtown Sudbury), C. Brisebois (Réseau ACCESS Network), J. Gough (Réseau ACCESS Network), Jeff MacIntyre (Downtown Sudbury), Julie Gorman (Sudbury Action Centre for Youth), K. Savage (Réseau ACCESS Network), Lorraine Lafontaine (N'Swakamok Native Friendship Centre), M. Quigley (Canadian Mental Health Association), M. Luoma (Downtown Sudbury), P. Nikodem (Health Sciences North), P. MacDonald (Canadian Mental Health Association), R. St Onge (Public Health Sudbury & Districts), R. Rainville (Réseau ACCESS Network), Roxane Zuck (Monarch Recovery Services), S. Lacle (Public Health Sudbury & Districts), S. Calixte (Public Health Sudbury & Districts), T. Campbell (City of Greater Sudbury).

Note: Additional members are being recruited and others may be identified during the study.

**You are invited to take part in this research study because we want to hear the opinions of people living, working, or going to school in the City of Greater Sudbury about the local needs and feasibility of supervised consumption services.**

**Purpose of the study**

The purpose of this study is to examine the local needs and feasibility of supervised consumption services in the City of Greater Sudbury. The study is gathering various perspectives, including that of people who inject drugs, residents of Greater Sudbury, and other community partners, such as emergency medical personnel, law enforcement and health service providers. The study will also explore various factors, such as need for such services, and facilitators and barriers to implementation of services should the need exist.

### **Community member survey**

The community member survey is available to complete online and should take approximately 10 - 15 minutes to complete. Our goal is to survey between 1,500 to 3,000 Greater Sudbury residents from all walks of life. You will not need to give your name or any contact information that you do not wish to provide. You will be asked some demographic questions (such as your current age and residence) and some questions related to: your perspective on how supervised consumption services may be beneficial for Greater Sudbury; your perspectives on potential terms and conditions to best incorporate supervised consumption services; and your perspectives on how to address potential concerns related to supervised consumption services.

### **Are there any risks to completing the community member survey?**

It is not likely that there will be any harms or discomforts from completing the survey. You do not need to answer questions that you do not want to answer or that make you feel uncomfortable. You can discontinue completion of the survey at any time simply by closing your web browser. None of the responses you have provided will be saved until the completion of the survey. We describe below the steps we are taking to protect your privacy.

### **Are there any benefits to doing this study?**

The results of this study will be reported to the Community Drug Strategy for the City of Greater Sudbury and to the City of Greater Sudbury. It will inform decisions whether or not supervised consumption services are needed and are feasible and, if they are, what they would look like and where they could be placed.

### **Confidentiality**

You are participating in this survey confidentially. You are not required to provide your name and no personally identifiable data will be collected. SurveyMonkey® is being used for the online survey. Completed and terminated surveys will be temporarily stored on SurveyMonkey®'s Canadian servers for a period of one week after the online survey closes. During this time survey data is subject to Canadian law, including the Personal Information Protection and Electronic Documents Act (PIPEDA), which allows certain government agencies to seek a court order, in the interest of national security, to access any personal records that are physically or electronically stored. The temporary storage of data however poses minimal risks and no greater than the risks associated with many e-mail programs (ex: Hotmail®) and social media (ex: Facebook®). The additional week of storage is necessary for the Data Analyst to retrieve the data from the server and save the electronic data files on a secure Public Health Sudbury & Districts server. The Data Analyst will then permanently delete the data from SurveyMonkey®'s servers. Access to raw data, which has the potential to capture personally identifiable information such as IP addresses, will be limited to the Principal Investigator, Co-Investigators and Data Analyst. Only surveys with no personally identifiable information will be shared with the project team through the project's secure site at Public Health Sudbury & Districts.

At the completion of the survey, you will be asked whether you have a family member or friend that uses injection drugs, and if so, if you would be interested in participating in a focus group to discuss their experiences. Only individuals choosing to provide personally identifiable

information (such as names and contact information) and wishing to participate in a focus group will be required to provide such information. If interested in participating in a focus group, you will be re-directed to a separate website where you will be required to provide contact information. Personal information provided for recruitment purposes will not be linkable to completed survey responses. Personally identifiable information (such as names and contact information) will be saved separately and individuals will be assigned a unique ID in order to contact potential participants and notify them of focus group sessions. A master linking log with identifiers including participant names and contact information will be stored separately from the data. Identifiable information will be kept in separate locked cabinets, accessible only to senior research team members, and not used for any analysis purposes. Once the study is complete, an archive of the data, without identifying information, will be kept for ten years and then destroyed.

### **Participation and withdrawal**

Your participation in this survey is voluntary. It is your choice to be part of the survey or not. If you decide to be part of the survey, you can decide to withdraw, at any time, even after agreeing to the consent form or part-way through the survey. If you decide to withdraw, there will be no consequences to you. Individuals wishing to withdraw may simply close their web browser; no data up to the point of withdrawal from the survey will be collected and used in the study. You must click the ‘Submit Survey Now’ button at the end of the survey in order to successfully submit your responses. If you do not want to answer some of the questions you do not have to, but you can continue through the survey. Your decision whether or not to be part of the survey will not change or stop the way you use services from Public Health Sudbury & Districts, or any public services offered in Greater Sudbury.

### **Information about the study results**

We expect to have this study completed by Spring 2020. A summary of the results will be posted on the SCS-NAFS website, <https://www.phsd.ca/health-topics-programs/alcohol-drugs/community-drug-strategy> and on the Public Health Sudbury & Districts website, [www.phsd.ca](http://www.phsd.ca). If you wish to receive a digital or paper copy of the study’s results, you can contact the SCS-NAFS Research Officer, Dr. Oghene, at E-mail: [ooghene@nosm.ca](mailto:ooghene@nosm.ca) or by phone: (705) 988-1011.

### **Questions about the Study**

If you have questions or need more information about the study itself, please contact the Office of the Chair, Public Health Sudbury & Districts RERC, at 705-522-9200 x 519, the SCS-NAFS Research Officer, Dr. Oghene, at E-mail: [ooghene@nosm.ca](mailto:ooghene@nosm.ca) or by phone: (705) 988-1011.

### **Conflicts of Interest**

Some members of the research team come from organizations that are publicly in favour of supervised consumption sites as a means of reducing the harmful effects of substance use in our community. This may be perceived as a conflict of interest. However, no member of the research team nor contributing organizations will benefit, financially or otherwise, from either the conduct of this research or from its results. Further, data will be analyzed by an independent third-party analyst. Finally, the SCS-NAFS Community Advisory Committee includes representatives from diverse organizations, all of whom will help guide the interpretation of the

data obtained. This will minimize the ability of any organization to influence the results of this study. It is our belief that no actual or potential conflict of interest exists concerning this research study.

The Health Sciences North Research Ethics Board (HSN REB) reviewed and approved this study. The HSN REB consists of people who oversee the ethical conduct of research studies. Their goal is to protect participants from potential risks associated with research. These people are not part of the study team. If you have any questions about your rights, please call HSN's Research Services Office at, 705-523-7100 x 2409 or email, reb@hsnsudbury.ca. Everything that you discuss will be kept confidential.

You may feel sadness or negative emotions after doing this survey. If that happens here are some links to resources that might help you:

Health Sciences North Crisis Intervention Line, available 24/7 at:	Mental Health Helpline, available 24/7 at:
705-675-4760	1-866-531-2600
	<a href="http://www.mentalhealthhelpline.ca">www.mentalhealthhelpline.ca</a>

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## CONSENT

I have read the information presented in the Information Letter about the study being conducted by Public Health Sudbury & Districts on behalf of the Community Drug Strategy for Greater Sudbury.

I have had the opportunity to ask questions about my involvement in this study and to receive additional details I requested.

I understand that if I agree to participate in this study, I may withdraw from the study at any time without any penalty or loss of services.

I understand that any information I provide will be kept for ten years and may be used for additional research purposes in the future.

I understand I have rights as a research participant and that by signing this form I do not give up these rights.

I understand that if I have any further comments or concerns about my participation in this survey I can contact (research officer email) or (research officer phone number).

I can download and print a copy of this form.

By selecting "I agree" I provide my consent to participate in the study.

*I Agree*

- Participants must select the "I Agree" button/link in order to proceed with the survey. Participants will then be re-directed to the beginning of the online survey.