



Metanoia Institute

PARTICIPANT INFORMATION LETTER (PIL)

Participant ID Code:...Click or tap here to enter text.

SECTION 1

1. Study title

Exploring Therapists' Use of Film and Television in Clinical Practice

2. Invitation paragraph

You are being invited to take part in a research study. Before you decide, it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully and discuss it with others, if you wish. Ask us if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part. Thank you for reading this.

3. What is the purpose of the study?

This research aims to explore how qualified therapists across different therapeutic modalities use film and television in their clinical practice. The study is interested in how these media are suggested, discussed, integrated, or used symbolically with clients, and whether particular patterns, meanings or benefits emerge from this process. The findings may help enhance understanding of how therapists adapt creative and cultural resources within psychological work.

4. Why have I been chosen?

You have been invited to participate because you are a qualified therapist (e.g., counsellor, counselling psychologist, psychotherapist), aged 18 or older, practising in the UK. This study is seeking participants with at least one year of post-qualification clinical experience, who have intentionally used or reflected on the use of film or television within therapeutic work. Approximately **8–10 participants** will be recruited to take part in a one-to-one online interview, which will explore their experiences of using film and television in clinical practice.

5. Do I have to take part?

If you do decide to take part you will be given this information letter to keep and be asked to sign a consent form. If you decide to take part you are still free to withdraw at any time and without giving a reason. If you do decide to withdraw from the study, then please inform the researcher as soon as possible, and they will facilitate your withdrawal. If, for any reason, you wish to withdraw your data, please contact the researcher within a month of your interview. After this date it may not be possible to withdraw your individual data as the data may have been already analysed. However, as all data are anonymised, your individual data will not be identifiable in any way.

A decision to withdraw at any time, or a decision not to take part, will not affect your **professional standing or relationship with Metanoia Institute** in any way.

6. What will I have to do?

You will be asked to take part in a one-to-one interview conducted online via Zoom or Microsoft Teams. The interview will last approximately **60 minutes** and will explore your experiences of using, reflecting on, or integrating film and television content within your therapeutic practice.

All interviews will take place in private, quiet, and confidential settings.

Participants are asked to ensure interviews are not conducted in public or shared spaces and that they cannot be overheard. Where possible, participants should use a private device and internet connection.

Audio recordings will be made only by the researcher, with participant consent.

The interview will take the form of a semi-structured conversation. You will be asked to share your views, reflections, and examples of how film and television may be discussed or used in your work with clients. There are no right or wrong answers - the aim is to explore your subjective experiences and professional thinking in this area.

You also have the option of omitting questions that you do not wish to answer.

With your consent, the interview will be recorded, transcribed, and anonymised. The data will be analysed using **Reflexive Thematic Analysis**, in order to explore patterns of meaning across participants while preserving the individuality of your account.

You may choose to stop the interview at any point or withdraw from the study without giving a reason. If you withdraw, your interview data will be deleted unless you request otherwise.

Please be aware that although the researcher is also a trained practitioner, they are not acting as a therapist, supervisor, assessor or educator within the context of this research, but in their role as a doctoral researcher. Participation in this study will not involve the provision of therapy, supervision, assessment, advice, or instruction.

Please note that, in order to ensure quality assurance and equity, this project may be selected for audit by a designated member of the committee. This means that the designated member can request to see signed consent forms. However, if this is the case, your signed consent form will only be accessed by the designated auditor or member of the audit team.

There is no financial compensation or reimbursement offered for participation in this study. Participation is entirely voluntary.

7. What are the possible benefits of taking part?

We hope that participating in the study may offer the opportunity to reflect on your clinical practice and contribute to a growing area of interest within integrative and creative psychotherapeutic research. However, this cannot be guaranteed. While there may be no direct benefit to you, your insights may help inform therapist training and practice in this emerging field.

8. What are the possible disadvantages of taking part?

Some participants may find it uncomfortable to reflect on client work or decisions made in therapy. If you feel distressed during the survey or interview, you may stop at any time or pause to take a break. If needed, you will be signposted to support

organisations such as BACP, UKCP or the BPS and will be advised to contact your supervisor and/ or personal therapist. All identifying client information should be omitted when answering open-ended questions.

9. Will my taking part in this study be kept confidential?

The researcher has put a number of procedures in place to protect the confidentiality of participants. You will be allocated a participant code that will always be used to identify any data you provide. Your name or other personal details will not be associated with your data, for example, the consent form that you sign will be kept separate from your data. All paper records will be stored in a locked filing cabinet, accessible only to the research team, and all electronic data will be stored on a password protected computer. All information you provide will be treated in accordance with the Data Protection (Amendment) regulations 2023.

Survey responses are anonymous. If you consent to an interview, your personal data (name, email) will be kept securely and stored separately from the interview transcript.

10. What will happen to the results of the research study?

The findings will form part of a Doctorate in Counselling Psychology thesis submitted to Metanoia Institute and may be published in peer-reviewed journals or presented at professional conferences. Your identity will never be revealed in any dissemination. The results of this study will also be presented at conferences or in journal articles t.b.c. However, the data will only be used by members of the research team and at no point will your personal information or data be revealed.

11. Who has reviewed the study?

The study has received full ethical clearance from the Metanoia Institute Research Ethics committee (MREC) who reviewed the study.

12. Contact for further information

If you require further information, have any questions or would like to withdraw your data then please contact:

Principal Investigator: Shirley Lixenberg

Email: 06482@metanoia.ac.uk

If you wish to withdraw, or have any questions, please get in touch.

Thank you for taking part in this study. You should keep this participant information letter as it contains your participant code, important information and the research teams contact details

SECTION 2: Collection of Data

Metanoia Institute Privacy Notice for Research Participants

The Data Protection (Amendment) regulations 2023 protects the rights of individuals by setting out certain rules as to what organisation can and cannot do with information about people. A key element to this is the principle to process individuals' data lawfully and fairly. This means we need to provide information on how we process personal data.

The Institute takes its obligation under the GDPR very seriously and will always ensure personal data is collected, handled, stored and shared in a secure manner. The Institute's Data Protection Policy can be accessed here:

<https://www.metanoia.ac.uk/about/data-protection/>

The following statements will outline what personal data we collect, how we use it and who we share it with. It will also provide guidance on your individual rights and how to make a complaint to the Information Commissioner's Officer (ICO), the regulator for data protection in the UK.

Why are we collecting your personal data?

The purpose of this research is to explore how qualified therapists use or reflect on the use of film and television in their clinical practice. We aim to generate insights into the range of therapeutic applications and meanings associated with these cultural forms. Where personal information is provided it will only be used for the purposes of this study. The legal basis for processing your personal data under GDPR on this occasion is Article 6(1a) consent of the data subject.

Transferring data outside Europe

In the majority of instances your data will be processed by Metanoia Institute researchers only or in collaboration with researchers at other UK or European institutions so will stay inside the EU and be protected by the requirements of the GDPR.

In any instances in which your data might be used as part of a collaboration with researchers based outside the EU all the necessary safeguards that are required under the GDPR for transferring data outside of the EU will be put in place. You will be informed if this is relevant for the specific study you are a participant of.

Your rights under data protection

Under the GDPR and the DPA you have the following rights:

- to obtain access to, and copies of, the personal data that we hold about you;
- to require that we cease processing your personal data if the processing is causing you damage or distress;
- to require us to correct the personal data we hold about you if it is incorrect;
- to require us to erase your personal data;
- to require us to restrict our data processing activities;
- to receive from us the personal data we hold about you which you have provided to us, in a reasonable format specified by you, including for the purpose of you transmitting that personal data to another data controller;
- to object, on grounds relating to your particular situation, to any of our particular processing activities where you feel this has a disproportionate impact on your rights.

Where Personal Information is processed as part of a research project, the extent to which these rights apply varies under the GDPR and the DPA. In particular, your rights to access, change, or move your information may be 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 may not be able to remove the information that we have already obtained. To safeguard your rights, we will use the minimum personally-identifiable information possible. The Participant Information Letter will detail up to what point in the study data can be withdrawn.

If you submit a data protection rights request to the Institute, you will be informed of the decision within one month. If it is considered necessary to refuse to comply with any of your data protection rights, you also have the right to complain about our decision to the UK supervisory authority for data protection, the Information Commissioner's Office.

None of the above precludes your right to withdraw consent from participating in the research study at any time.

Collecting and using personal data

Your personal data will be collected and used solely for the purposes of this research study. This includes your name and contact details, which will be used to arrange and conduct your interview and to communicate with you about participation. These details will be securely stored and kept separately from your interview data.

With your consent, your interview will be audio-recorded and transcribed. The transcription will be anonymised by removing your name and any other potentially identifying information. An anonymised participant code will be used in place of your name throughout the analysis process and in any resulting publications or presentations.

The anonymised interview data will be used for the purpose of this doctoral research project and may also be included in future academic publications or presentations arising from this study. At no point will your personal identity be revealed.

All data will be securely stored in accordance with the Data Protection (Amendment) regulations 2023 and Metanoia Institute's data protection policies. Personal contact details will be destroyed following completion of data collection and verification.

Data sharing

Your information will usually be shared within the research team conducting the project you are participating in, mainly so that they can identify you as a participant and contact you about the research project.

Responsible members of the Institute may also be given access to personal data used in a research project for monitoring purposes and/or to carry out an audit of the study to ensure that the research is complying with applicable regulations. Individuals from regulatory authorities (people who check that we are carrying out the study correctly)

may require access to your records. All of these people have a duty to keep your information, as a research participant, strictly confidential.

If we are working with other organisations and information is shared about you, we will inform you in the Participant Information Letter. Information shared will be on a 'need to know' basis relative to achieving the research project's objectives, and with all appropriate safeguards in place to ensure the security of your information.

Storage and security

The Institute takes a robust approach to protecting the information it holds with its encrypted server and controlled access.

Retention

Under the GDPR and DPA personal data collected for research purposes can be kept indefinitely, providing there is no impact to you outside the parameters of the study you have consented to take part in.

Here, anonymised data will be retained for up to seven years following study completion, in line with Metanoia Institute research policy. After this period, all data will be **reviewed and securely deleted**.

Contact us

The Principal Investigator leading this research is:

Shirley Lixenberg

Email: 06482@metanoia.ac.uk

In case you have concerns about this project you can contact:

Research Supervisor: Dr Craig Abex

Email: craig.abex@metanoia.ac.uk

The Institute's official contact details are:

Data Protection Officer

Metanoia Institute

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