

WAVERLEY ABBEY COLLEGE RESEARCH ETHICS COMMITTEE



**WAVERLEY
ABBAY**

ANCIENT SPARK NEW FIRES

Research Participant Information Sheet

The following information is provided to help you give informed consent should you wish to take part in the research.

Research Question

How do Christian counsellors experience and make sense of moments of relational depth in their practice?

Researcher's name and contact details

Kirsty Terry

Kirsty.Terry@waverleyabbeycollege.ac.uk

Invitation

You are invited to take part in a qualitative research study exploring Christian counsellors' experiences and understanding of moments of relational depth. In this study relational depth refers to 'a state of profound contact and engagement between two people...' (Mearns and Cooper, 2005).

What is the purpose of the study?

This research forms part of my studies on an MA in Counselling and Psychotherapy. It aims to explore Christian counsellors' lived experiences of moments of relational depth with clients, investigate how Christian counsellors understand relational depth in a therapeutic context and explore the interplay between Christian faith and the experience and understanding of relational depth.

This research is important because counsellors' meaning-making may influence how moments of relational depth are recognised and used in practice, and exploring how Christian faith interacts with relational depth may contribute to a deeper understanding of how spirituality shapes moments of relational depth, and therefore the therapeutic relationship and client outcomes.

Why have I been approached?

Participants must be UK based due to ethical considerations of participant well-being. Participants must have a Christian faith and have experienced at least one moment of relational depth in their clinical practice in order to meet the aims of the research question. Participants need to be practicing, qualified counsellors to at least diploma level and registered with a recognised body.

Do I have to take part?

You are invited but not obliged to take part. If you do decide to take part, your contribution will be greatly appreciated.

What will happen if I take part?

You will be asked to reflect on moments of relational depth, a profound moment between yourself and a client and reflect on your understanding of these moments.

Participants can pause, skip or questions or withdraw at any time without giving reason. Interviews will be recorded and transcribed on Microsoft Teams with participant consent.

All data will be anonymised and pseudonyms will be used to protect participant confidentiality. The anonymised data will be analysed to explore counsellors' experiences of relational depth and how they make sense of those moments.

What will it involve?

Participation consists of a single, one-to-one semi-structured interview for approximately 60 minutes via Microsoft Teams. The interview will explore counsellors' experiences of moments of relational depth in their practice and how they make sense of these moments. This will include relational, emotional, somatic and spiritual themes where relevant.

What are the possible disadvantages and risks of taking part?

Reflecting on moments of relational depth may risk you feeling vulnerable and/or exposed in your personal self, professional self and spiritual self.

In the event of a participant becoming distressed, I can offer signposting to relevant support. Discussing moments of relational depth may involve recalling emotionally significant interactions where the participant worked with a client who experienced events that resonate with the participant. In this case, who I signpost to would depend on the subject of the distressing content.

Participants will also be signposted to find a BACP registered therapist: bacp.co.uk/search/Therapists or ACC registered therapist: <https://www.acc-uk.org/find-a-professional/counsellor/>.

Whilst your data will be protected as far as possible, there is a very small risk of a security risk inherent in any online platform. To minimise this risk, recordings and transcripts will be stored securely on a password-protected laptop only accessible by myself, and all data will be anonymised and handled in line with the Data Protection Act 2018.

What are the possible benefits of taking part?

By taking part in this research you have the opportunity to talk about your experiences of relational depth and reflect on your understanding of these moments as a Christian, adding spiritual insight into the understanding of this phenomena.

If I agree to take part, can I change my mind?

Yes, you have the right to withdraw at any time. Participants can withdraw their participation in the research at any time and withdraw consent without giving reason or explanation. After one to two weeks of completing the interview, transcription and analysis of the interview data will begin. Whilst every effort will be taken to remove all data if consent is withdrawn at any point after, participants should be aware that it is usually impracticable to withdraw after in-depth analysis of the data and submission/publication of the research.

Will my data and personal information be kept anonymous and confidential?

Your data will be kept confidential and secure on a password protected laptop. Pseudonyms will be used to protect your identity.

What will happen to my data after I have taken part in the research?

All your data will be kept confidential and anonymous through the use of pseudonyms. All identifying details will be changed in any interview transcripts. Complete anonymity will also be maintained if any brief direct quotes from participants are used in the final MA dissertation.

Who has reviewed the study?

This research has been reviewed and granted ethical approval by the Waverley Abbey College Research Ethics Committee.

How do I raise an issue or make a complaint if I am concerned?

If you wish to raise a concern or complaint, please make contact with me, Kirsty Terry via Kirsty.Terry@waverleyabbeycollege.ac.uk. You are also welcome to raise a concern or complaint with my research supervisor, [insert name] who can be contact via [insert WAC email address], or the MA Programme Leader Dr Martin Stokley via martin.stokley@waverleyabbeycollege.ac.uk. You can also discuss any concerns or make a formal complaint with the Chairperson of the Waverley Abbey College Research Ethics Committee, Dr Martin Stokley, who can be contact via martin.stokley@waverleyabbeycollege.ac.uk.

What code of ethics or ethical framework does the researcher have to abide by?

I will abide by the Waverley Abbey College Research Ethics Policy and Procedures (a copy of the policy can be made available upon request), BACP Ethical Guidelines for Research in the Counselling Professions and ACC Research Ethics Policy and Procedures.

What will happen to the data I provide?

Data collected will be audio and video from the interview, verbatim transcripts from the interview.

I will ask you for some demographic data: age, gender, nationality; denomination; and professional data: counselling role (private practice, agency), qualification level, therapeutic modality, number of years qualified, professional body registration.

All data will be stored securely on a password protected laptop.

Your data will be processed in accordance with Waverley Abbey College's relevant data policies and procedures. For more information, please see the Data Privacy Notice below.

You have the right to ask to see any information gathered on you by contacting me on Kirsty.Terry@waverleyabbeycollege.ac.uk. You also have the right to ask for information which you believe to be incorrect to be rectified. If you are concerned about the way your information is being handled, please email Waverley Abbey College's Data Protection Officer at simon.hawes@waverleyabbey.org. If you are still unhappy you have the right to complain to the Information Commissioner's Office.

In line with Waverley Abbey College policy, on completion of the course (or exit of the course), any raw data, such as, the video and audio recording of the research will be securely destroyed. The transcripts of the interviews will be kept for a period of 18 months after the end of the course by the researcher and then securely destroyed.

Waverley Abbey College - Research Data Privacy Policy

Our contact details:

Waverley Abbey Trust
Waverley Abbey House,
Waverley Lane,
Farnham,
Surrey,
GU9 8EP
Phone Number: +44 (0)1252 784 700

E-mail: simon.hawes@waverleyabbey.org

What type of information is collected?

As part of the course requirements in the final research module, the following information is collected and processed:

- Personal identifiers and characteristics, including age, gender, nationality; denomination; and professional data: counselling role (private practice, agency), qualification level, therapeutic modality, number of years qualified, professional body registration.
- Contact details for use during the research process, such as email address.
- In-depth interview data, which will be audio recorded and a transcription of the recording will be created.

How we get the information and why we have it

We use the information that you have given us for research purposes as part of the course requirements of the MA Professional Counselling: Theory and Practice. The personal information is used to complete the research on how Christian counsellors' experience and make sense of moments of relational depth in their practice.

The personal information we process is provided to us directly by you for one of the following reasons:

- As part of your participation my MA research project. The data will be collected, analysed and used solely for this research purpose.

- The data is collected via in depth interviews that are audio and video recorded, and a transcript is created from that recording.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

Your consent. You are able to remove your consent at any time. You can do this by contacting Kirsty Terry via Kirsty.Terry@waverleyabbeycollege.ac.uk.

Whilst every effort will be taken to remove all data if consent is withdrawn at any point after the research interview, it may be impracticable to withdraw all data after in-depth analysis of the data has commenced, and impractical to withdraw after submission of the research.

What we do with the information we have

The data you provide is audio and video recorded, and a transcription is made of that recording. This data will be analysed as part of the research process.

Although the raw data I collect from you will not usually be shared with anyone else, the data may be shared with my research supervisor, [insert supervisor's or tutor's name] at Waverley Abbey College, and, in rare circumstances, may be viewed by the programme's external examiner or other relevant assessors as part of the course requirements and relevant regulations under Middlesex University. In extreme circumstances, where there is imminent risk of harm or a legal obligation to disclose, data may be shared with relevant agencies and personnel.

In line with college policy, on completion of the course (or exit of the course), any raw research data, such as, the audio and video recording, will be securely destroyed. The transcripts of the interview will be kept for a period of 18 months after the end of the course by the researcher and then securely destroyed.

How we store your information

Your information is securely stored on a password protected computer and in line with college policy, on completion of the course (or exit of the course), any raw research data, such as, the audio and video recording will be securely deleted. The transcripts of the interviews will be kept for a period of 18 months after the end of the course by the researcher and then securely destroyed.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Participants can withdraw their participation in the research at any time and withdraw their consent, and their data, without giving a reason or explanation. Approximately one week after the research interview, transcription and analysis of the data will begin. Whilst every effort will be taken to remove all data if consent is withdrawn at any point after the research interview, it may be

impracticable to withdraw all data after in-depth analysis of the data has commenced, and impractical to withdraw after submission/publication of the research.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal data in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at K.Terry@waverleyabbeycollege.ac.uk if you wish to make a request.

How to complain

You can raise a concern or complaint to the data protection officer at Waverley Abbey College via: E-mail: simon.hawes@waverleyabbey.org

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Helpline number: 0303 123 1113

Who do I contact for further information or if I have questions?

If you require and further information or have questions, please contact me on K.Terry@waverleyabbeycollege.ac.uk.

Thank you for taking time to consider taking part.

Participant's name

Participant's signature

Date

Researcher's name Kirsty Terry

Researcher's signature

Date