

## INFORMED CONSENT DOCUMENT/INFORMATION SHEET

**Project Title:** Evaluation of a Nurse Preceptor Development Program on Knowledge, Skills, Attitudes and Behaviors.

You are being asked to participate in a research study about an online nurse preceptor development program. You were selected as a possible participant because you are a nurse preceptor who works with nursing students and/or newly licensed registered nurses (NLRN's). Registered nurses who self-identify as nurse preceptors are eligible to participate in this study. Please read this form and ask any questions that you may have before agreeing to be in the research.

Researchers at Case Western Reserve University are conducting this study.

### **Purpose**

The purpose of this research is:

- To determine to what extent preceptors are satisfied with an online preceptor development program.
- To determine if there is a significant difference in preceptors' knowledge, skills and attitudes as a result of participation in an online preceptor development program.
- To determine if there is a significant increase in preceptor self-assessment of coaching competency behavior after completion of an online preceptor development program and at 30 days post program completion

### **Procedures**

If you agree to be a participant in this research, we would ask you to do the following things:

The study involves completion of the "Ohio Nurse Preceptor Development Program," an online preceptor development program. This program was designed, in collaboration with academic and practice partners, to provide nurse preceptors with supplemental information related to effective precepting strategies and techniques.

As a participant in this study, you will be asked to:

- Complete the online program, which consists of 5 chapter modules, a pre-test and post-test, and
- Respond to a delayed post-test one month after completion of the online program.

Your participation in this study will consist of:

- Two hours to complete the Ohio Nurse Preceptor Development Program pre-test, 5 chapter modules and post-test.
- Five minutes to complete the delayed post-test, which will be sent via email link to participants thirty days after completion of the Ohio Nurse Preceptor Development Program.

You can choose to stop participating for any reason at any time. However, if you decide to stop participating in the study, we encourage you to tell the researchers. You may be asked if you are willing to complete some study termination activities.

### **Foreseeable Risks and Discomforts**

There are no known risks, harms or discomforts associated with this study beyond those encountered in normal daily life. Some of the activities we will ask you to complete might make you feel uncomfortable. You may

Version 02/2015

refuse to answer any of the questions, take a break, or stop your participation in this study at any time. The possible risks and/or discomforts associated with the procedures described in this study include loss of time and mental fatigue.

Potential risks and discomforts have been minimized to the greatest extent possible. Participants may enter and exit the program by bookmarking the page they are on and returning to the page at a later time and/or date within the study time frame. Participants may pause their survey progress by closing the window and returning to the same computer at a later time and/or date. Participant progress will be saved by Qualtrics. If you do not wish to answer a question, you may skip it and go to the next question. You may exit the survey at any time by closing your browser tab.

### **Anticipated Benefits**

The possible benefits you may experience from the procedures described in this study include increased knowledge regarding precepting techniques. Your participation in this study may aid in our understanding of the continuing education needs of nurse preceptors and the level of satisfaction with an online preceptor development program.

### **Compensation**

There will be no costs to you for study participation. Study-related educational programming is provided free of charge.

You may receive the following potential payment/reimbursement:

- Compensation for completion of the Ohio Nurse Preceptor Development Program is 2.0 contact hours of continuing education credit. This CE Activity, OLN-I-1840-16, offered by Ohio Nurse Preceptor Development Partners, has been approved for 2.0 contact hours by the Ohio Board of Nursing through the approver unit at the Ohio League for Nursing (OBN-006-92) and the program is approved to be offered through January 10, 2019.
- An incentive raffle for an Amazon gift card (retail value \$25.00) will be held for participants who complete the pre and post program surveys and the self-assessment of coaching competency behavior survey one month after program completion.

### **Alternative(s) to Participation**

You have the option to not participate. Participation is voluntary.

### **Voluntary Nature of the Study**

Your participation is voluntary. If you choose not to participate, it will not affect your current or future relations with the University or the Northeast Ohio Nursing Initiative (NEONI). There is no penalty or loss of benefits for not participating or for discontinuing your participation.

You are free to withdraw from this study at any time. **If you decide to withdraw from this study you should notify the research team immediately.** The research team may also end your participation in this study if you do not follow instructions or if your safety or welfare are at risk.

If you withdraw or are removed from the study, the researcher may ask you if you are interested in additional information.

### **Confidentiality**

The records of this research will be kept confidential. Any time information is collected, there is a potential risk for loss of confidentiality. Every effort will be made to keep your information confidential; however, this cannot be guaranteed.

In any sort of report we might publish, we will not include any information that will make it possible to identify a participant. Research records will be kept in a locked file and access will be limited to the researchers, the University review board responsible for protecting human participants and regulatory agencies.

### **Subject Identifiable Data**

If you chose to apply for continuing education credit and enter the drawing, you will be taken to an information page and will need to give your contact information including your name and email address for contact in the event you win the drawing and to fulfill continuing education criteria for documentation. All information that identifies you will be kept with the research data. Your name and email address will not be linked to any other data. Your responses will not be shared with other staff and all responses and information obtained will be held in strict confidentiality and securely maintained.

### **Data Storage**

Research data will be maintained in a secure location and only authorized individuals will have access to it. Research data will be stored electronically in an encrypted file that is password protected.

### **Data Retention**

The researchers intend to keep the research data:

- Survey data will be kept for three years.
- Continuing education data and documentation will be kept for six years, to meet Ohio League for Nursing documentation requirements.

### **Contacts and Questions**

The researchers conducting this study are Mary Dolansky, PhD, RN (*Responsible Investigator*) and Tracy Parson MSN, RN (*Co-Investigator*). You may ask any questions you have now. If you have any additional questions, concerns or complaints about the study, you may contact them at [tmh4@case.edu](mailto:tmh4@case.edu) or [mad15@case.edu](mailto:mad15@case.edu).

If the researchers cannot be reached, or if you would like to talk to someone other than the researcher(s) about; (1) questions, concerns or complaints regarding this study, (2) research participant rights, (3) research-related injuries, or (4) other human subjects issues, please contact Case Western Reserve University's Institutional Review Board at (216) 368-4514 or write: Case Western Reserve University; Institutional Review Board; 10900 Euclid Ave.; Cleveland, OH 44106-7230.

You may print a copy of this form for your records.

### **Consent**

A link to the Ohio Nurse Preceptor Development Program will be available on the Northeast Ohio Nursing Initiative (NEONI) website at [www.chanet.org](http://www.chanet.org). If you choose to participate, simply click on the link to be directed to the program website.

Clicking on the “Start Survey” button found in the online Ohio Nurse Preceptor Development Program ([www.ohionursepreceptor.com](http://www.ohionursepreceptor.com)) and entering the Qualtrics survey implies that you voluntarily agree and consent to participate in this study. You will be redirected to the Qualtrics site to begin the survey.