



## Learning Disability Nurses in In-Patient Settings: Survey

The National Development Team for Inclusion (NDTi) would like to invite you to take part in a project about Learning Disability Nurses (RNLDs) in in-patient settings in England. Before you decide whether you are happy to participate, we would like you to understand why the project is being done and what it would involve for you. We will be happy to answer any questions you have. Please ask us if anything is not clear.

### Purpose of the evaluation

NDTi is carrying out a project into the role of RNLDs in in-patient settings in England. This project is being done to help inform a role description for the profession and raise its profile.

### Why have I been invited to take part?

You have been invited to take part as you are someone who has an interest in the profession. As part of the project, it is very important that we hear from a range of people, and we would like to hear your views and experiences.

### Do I have to take part?

It is up to you to decide whether to take part in the project. If you agree to take part, you will be asked to tick a 'consent' box at the start of the survey. If you choose not to take part, it will not affect you in any way.

### What will happen to me if I take part?

You will be asked to complete a short online survey. The survey should take between 10 – 15 minutes to complete.

The survey will ask you about learning disability nurses and their role within in-patient settings in England.

### What will happen if I do not want to carry on with the project?

The answers you provide to the survey will be anonymous. This means once you submit the survey you will not be able to withdraw from the project. This is because the answers will not be traceable to you.

## How will you use the information I give you?

The information you provide and that provided by other people taking part in the project will be used to write reports about what we are learning. Reports will be shared with funders, organisations, people involved in the project and other interested parties. They may also be shared publicly, for example on NDTi and NHSE&I website and through social media.

## What will you do with my personal information, and what rights do I have?

Under General Data Protection Regulation (GDPR), we need to tell you what the legal basis for us processing your personal information is. This is 'consent' – through reading this information sheet, agreeing to participate, and clicking the 'consent' box at the start of the survey, you are consenting to us processing the personal information detailed above for the purposes of this project.

**The right to be informed** - This Participant Information Sheet provides you with information about how we will process your personal data and keep it safe, how long we will keep your personal data and, if applicable, who we will share it with.

**The right of access** - NDTi have processes in place to ensure that we respond to a subject access request without undue delay and within one month of receipt.

**The right to rectification** - You have a right to have inaccurate personal data we hold about you rectified or completed if it is incomplete. We have one calendar month to respond to your request. In certain circumstances we can refuse a request for rectification.

**The right to erasure** - You can ask that we erase your personal data (please note this is not applicable as we are not collecting personal details about you).

## Expenses and payment

We are not paying anyone to take part in this project.

## Risks or benefits of taking part

We do not anticipate that there are any risks with taking part in this project. If you find any of the questions sensitive or difficult you do not have to answer them.

We hope that you will enjoy sharing your experiences. We also think that other organisations and individuals will benefit from hearing about your experiences.

## Who is organising and funding the evaluation?

The National Development Team for Inclusion (NDTi) is the organisation leading this project. NDTi is a not-for-profit organisation working to enable people at risk of exclusion, due to age or disability, to live the life they choose. To find out more about NDTi please call 01225 255 268 or visit our website: [www.ndti.org.uk](http://www.ndti.org.uk)

The project is funded by NHS England and Improvement Learning Disability Team.

### **Further information and contact details**

If you need any more information, or would like to talk about any part of the project please contact Victoria Mason-Angelow the Project Manager on 01225 255 268 or email [Victoria.mason-angelow@ndti.org.uk](mailto:Victoria.mason-angelow@ndti.org.uk) or Ewa Woodward the Project Administrator on 01225 256 008 or email [Ewa.Woodward@ndti.org.uk](mailto:Ewa.Woodward@ndti.org.uk)

### **What if there is a problem?**

If you want to complain about anything to do with this project, please contact Anna Marriott, NDTi's Programme Lead for Research and Evaluation, on 01225 255 268 or [Anna.Marriott@ndti.org.uk](mailto:Anna.Marriott@ndti.org.uk).

### **What if I want to exercise my rights under GDPR around the personal information that is held about me?**

You can do this at any time, by making a request to NDTi's Data Protection Officer either verbally or in writing. NDTi's Data Protection Officer is Sally Richens, Director of Resources, NDTi, 4 Queen Street, Bath, BA1 1HE. Telephone: 01225 255 268. Email: [office@ndti.org.uk](mailto:office@ndti.org.uk).

### **How can I complain to the Information Commissioner's Office?**

Whilst we encourage that you discuss any concerns you may have about how NDTi hold or process your data with our Data Protection Officer, you have the right to complain directly to the Information Commissioner. The Information Commissioner can be contacted at Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. Telephone: 0303 123 1113. Website: <https://ico.org.uk/concerns/>.