

Information Letter for participation in research

K-Health in Air project – Rotterdam Site
Qualitative study on the Influence of Indoor Air Quality on Health and Wellbeing among professionals working at Dutch Medical Centers
(a study within the K-Health in Air consortium)

1. Introduction

Dear Sir or Madam,

In this information letter we ask you if you want to participate in scientific research. Participation is voluntary. You are receiving this information letter because you are employed at a Dutch Medical Center (UMCs).

In this letter, you can read what the research is about.
You can also read what it means for you if you participate in the study.

Are you interested?

- Please read this information letter carefully.
- Ask questions to the researcher/research assistant who gives you this information.

Do you want to participate?

- Please complete, sign and date the consent form (Appendix B).

2. General information

The study was set up by Erasmus MC.

The research is being carried out by a Health Sciences Master's student from Vrije Universiteit and PhD candidates/researchers from the Erasmus MC Department of Public Health.

The research for which you have been invited is part of the European project K-HEALTHinAir and is funded by the European Union (<https://k-healhtinair.edu/>)

The Erasmus MC Non-WMO Assessment Committee has assessed that this research does not fall within the scope of the Medical Research Involving Human Subjects Act (WMO) and has assessed the content of the research.

3. What is the purpose of the research?

The K-Health in Air project aims to increase the knowledge about the air quality parameters that affect people's health. Currently, there is a lack of longitudinal data recruitment regarding and information about the nature of those parameters, if they exist, and how they impact and influence the health and the well-being of the population. The project has several focus areas, including the health and well-being of professionals.

From these interviews, a first overview can be derived into the perceived indoor air quality and the perceived influence on health and well-being among professionals. Professionals working at a

Information Letter for participation in research

health care facility spend most of their time indoors. They are in also in a unique position as first-line care providers or support staff for primary care in direct contact with high-risk groups such as patients. We hope to provide insight into how perceived susceptibility or severity of health complaints from indoor air quality and the interviewee's sense of obstacles or support at work might be reflected in their interactions with colleagues and patients.

4. How is the research going and what does that mean for you?

We have invited you to participate in an interview. Prior to the interview you will be asked to fill out a short questionnaire online (maximum of 10 minutes time commitment). The questionnaire will ask for some demographic details. The interview will be conducted by a Master's or PhD student. The interview will last approximately 60 minutes and can take place at a location and time convenient to you and the researcher. It is also possible to conduct the interview on MS Teams. You will be asked questions regarding your thoughts on the indoor air quality and experiences in the past two years at your workplace medical center. This includes any complaints or praise regarding IAQ.

After your interview, it will be transcribed, and you will be sent a copy to review at your convenience. We want to make sure there are no misunderstandings or errors in our transcription. Therefore, you will receive to your email a password-protected copy of your interview transcript. You can review the transcription and let us know if there is anything you want changed. In total we ask approximately 1.5-2 hours including the questionnaire, interview, and feedback.

When you participate in the study, this means that we will collect and use your data. You can read about what data this is and how we will collect these, use, and protect this data in paragraphs 7 and 8.

5. What are the advantages and disadvantages of participating in the study?

You will not benefit (directly) from participating in this study. Your participation can contribute to more knowledge about the influence of indoor air quality on overall health and wellbeing on people. Improvements in indoor air quality monitoring and experiences at UMCs may occur as a result. You can feel empowered by having a space to speak and our acknowledging the value of your experience. You may gain self-acknowledgement, a sense of purpose, and self-awareness.

The disadvantage of participation is a minor time commitment.

6. If you do not want to participate or want to stop the study

Participation in the research is completely voluntary. Only if you wish to participate, please sign the consent form (Appendix B).

You can always stop your participation in this research. We do ask that you report this to the researcher as soon as possible. You do not have to say *why* you are stopping.

The data collected up to that point will be used for this research.

7. What data do we aim to collect?

Information Letter for participation in research

The interviews aim to collect new data on:

- Your role at your respective UMC workplace.
- You will be asked to provide feedback on your respective interview. The feedback will be collected through email and utilized to improve the creation of a framework on perceptions of IAQ's influence on physical and mental health.
- Perceptions on your own and other's susceptibility, threat severity, benefits, barriers and motivation.
- Demographic information such as your age, education, and gender.
- Psychological characteristics such as your interaction with colleagues and patients.
- Exploration of your individual and workplace perceptions will be covered.
- If there are any actions or decisions that you have made based on your beliefs or perceptions.

8. What do we aim to do with your data?

Why do we collect, use and store your data?

We collect, use and store your data in order to answer the research questions.
We want to publish the results of the research.

How will we protect your privacy?

To protect your privacy, we will provide your data with a code. We will put this code instead of your name on all your data.

The data that directly refers to you will then no longer be used after pseudonymization. We will store the key to the code in a secure place in our hospital. Only the researcher and members of the research team know your personal code. When we process your data, we will only use that code. In reports and publications about the research, no one can connect data to you personally.

How long do we store your data?

We will store research data for 10 years.

What will we do with audio recordings?

We will make audio recordings during the interview. We will transcribe the audio recordings. After the transcription procedure, these recordings will be destroyed.

Can you withdraw your consent for use of your data?

You can withdraw your consent to the use your data at any time. This applies to use in this research project. If you withdraw your consent, the researchers may still use the data already collected.

Consent to share data with external parties

The data collected in this study is primarily for a Master's degree thesis but will be used as part of the K-Health in Air project to better understand the various indoor environments and their influence on people living and working in these environments. The interviews of physicians will be used to understand the wider impacts of the KHEALTH in Air project and the materiality of these impacts. It is unlikely to be suitable for alternative purposes. The results will be shared with the KHEALTH in Air consortium and Vrije Universiteit Amsterdam. Upon request, data exchange, sharing, or transfer

Information Letter for participation in research

with other organizations can be considered. The data exchange, sharing, or transfer will be completely pseudonymous and encrypted. We ask you separately for permission on the consent form to share your data. If you do not give this permission, you cannot participate in this study.

Would you like to know more about your privacy?

Would you like to know more about your rights with regard to the processing of personal data? Then inform yourself at <https://www.autoriteitpersoonsgegevens.nl/nl/over-privacy/personal> data.

If you have any questions or complaints about your privacy, we recommend that you first discuss them with the research team. You can also go to the Data Protection Officer of Erasmus MC. Or you can submit a complaint to the Dutch Data Protection Authority.

9. Do you receive compensation for participating?

You will not receive compensation for participating in this study. Coffee, tea and baked goods will be provided as snacks during the interview.

10. Do you have questions?

If you have any questions about this study, please contact the researchers. The contact details can be found in Appendix A.

Yours sincerely,

The research team

Information Letter for participation in research

Appendix A: Contact Information

Principal investigator: Amy van Grieken: a.vangrieken@erasmusmc.nl

Other researchers:

- Silvia Lemus: s.lemus@erasmusmc.nl
- Simon de Leede: s.c.deleede@erasmusmc.nl

Complaints:

Digital complaint form via www.erasmusmc.nl/nl-nl/patientenzorg/klachtenopvang-enklachtenbemiddeling

Institution's Data Protection Officer:

The Data Protection Officer of Erasmus MC can be reached via the secretariat of the Legal Affairs department. E-mail: functionaris.dataprotection@erasmusmc.nl Tel: 010-703 4986

For more information about your rights:

For more information or if you have any questions about your rights, please contact the Data Protection Officer or the Dutch Data Protection Authority.