**Information & consent form – Healthy Young Minds Focus Group**

Thank you for your interest in taking part in our focus group. Please read the following and ask if there’s anything you’re unsure about.

**What is the focus group about?**

At Lancashire Mind, we’re looking for feedback about the Healthy Young Mind’s website. We are carrying our focus groups with young people, parents and professionals. We want to know what you like and dislike about it as well as your suggestions for improvement.

**How will your information be used?**

Your insight and ideas will help us put together a report that will be presented to the Lancashire and South Cumbria Integrated Care Board (ICB). The ICB are looking at the future of the website and have asked us to carry out engagement with professionals, parents and young people to explore what you would like to see on the website.

The link to the website is: <https://www.healthyyoungmindslsc.co.uk/>

The information you share will be kept confidential and anonymised; no one will know what you individually have said.

We’ll use the feedback in project team meetings and workshops, sharing insights and quotes to understand people’s wants and needs. We may use anonymised quotes in Mind resources related to the project.

**Who is carrying out the Focus group?**

Aliah, our Engagement and Participation Coordinator will be running the focus group. Another member of Lancashire Mind staff will be supporting with notetaking.

All of us work for Mind and have been checked and authorised by the Disclosure Barring Service (DBS, formerly known as the Criminal Records Bureau or CRB).

**What will happen if I agree to take part?**

We’ll ask you to sign the consent form at the bottom of this document to say you would like to take part and that you have read this information. Don’t worry, you’re not signing a legal contract, and you can change your mind at any time.

**The focus groups are planned to run in the last two weeks of October 2024, we will inform you of the dates as soon as they are confirmed.**

**Can I change my mind about taking part?**

This opportunity is voluntary – it’s up to you whether you take part. If you join the focus group and change your mind you can stop at any point. You don’t have to answer any questions you don’t want to, please only share what you’re comfortable with.

There are no consequences for not answering or withdrawing and you don’t have to give an explanation if you do.

**How is information stored?**

Any information we collect during, before or after the focus group will be stored securely. We won’t record any of our focus groups.

Any personal or contact information will be stored separately to your feedback responses. We take your privacy seriously and promise to never sell your data. You can find out more about your rights, how we use your personal information and how we keep your details safe and secure by reading Mind’s Privacy Policy <http://www.mind.org.uk/legal-info/privacy-policy>. Locally we’ll make sure all your information is kept safe and securely using our confidential and secure client management system. For full information contained in our privacy policy please visit our website <https://www.lancashiremind.org.uk/lancashire-mind-policies/privacy-policy/> or ask for a paper copy.

**How is information shared?**

Your responses will be shared with the project team working on this at Mind, however they will remain anonymous.

The only time anything may need to be shared more widely is if we are worried about your or someone else’s immediate safety. We’ll talk to you about this if we are worried and will try and keep you involved in any decisions that are made.

**Contact**

If you have any questions about the focus group at any time, want to send in your signed consent form, or want to withdraw your consent for participation, contact Aliah Malik – aliahmalik@lancashiremind.org.uk

**If you need advice or support:**

* You can contact Lancashire Mind for support on 01257 231660
* You can call Mind’s Infoline on 0300 123 3393
* Samaritans: Free to call service 24 hours a day, call them on 116 123.

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**Consent form**

**Giving consent**

I consent to take part in the Focus Group for reviewing the Healthy Young Minds website. We will only use your email address to get in touch about the dates of the focus groups.

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| --- | --- |
| **Signed:** |  |
| **Print name:** |  |
| **Email address:** |  |
| **Date:** |  |

* Tick if you’d like us to contact you about the outcome of your involvement
* Tick if you’d like us to contact you in the future about other ways to get involved in this project.