

HREC Stamp

**ADDENDUM 2.1: Informed consent form for Health Workforce Policy Actors
to participate in Semi-Structured Individual Interviews
PHASE 2 STEP 1**

TITLE OF THE RESEARCH STUDY: Health Labour Market Assessment in Ghana: Implications for sustainable health professions education

ETHICS REFERENCE NUMBERS:

POSTGRADUATE STUDENT: Hamza Ismaila

STUDY SUPERVISORS/ SUPERVISOR/ PRINCIPAL INVESTIGATOR: Dr Christmal Dela Christmals, Prof. Juliet Nabyonga-Orem and Dr. Yolande Heyman

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1. Introduction

Thank you for agreeing to participate in this semi-structured interview, which forms part of a research study leading to the award of a Doctor of Philosophy degree in Health Science. The study has been approved by the North-West University's (NWU....XXX...) and Ghana Health Service's (GHS...YYY...) Ethics Committees and will be conducted according to established ethical guidelines and principles of Ethics in Health Research.

It is essential that you kindly take some time to read the information presented here, which will explain the details of this study, and ask the researcher or the person explaining the research to you any questions about any part of this study that you do not fully understand.

Your participation is **entirely voluntary**, and you are at liberty to either participate or not. A decision not to participate does not affect you in any way whatsoever, much as you are at liberty to withdraw from the study at any point, notwithstanding an earlier decision to participate.

2. Key Must-Knows

2.1 What is this research study all about?

- *We plan to model the fiscal space availability for the sustainable production and employment of doctors, nurses, midwives, and pharmacists in Ghana, and propose sustainable levels of their production from health professions educational institutions.*
- *This study will be conducted amongst health workforce policy actors within the Ministry of Health and its service delivery agencies (i.e., Ghana Health Service, the Christian Health Association of Ghana, Ministry of Finance, Health Training Institutions' Secretariat and the Korle Bu Teaching Hospital) and regulatory bodies (such as the Medical and Dental Council, Nursing and Midwifery Council, and the Allied Health Professionals Council) will be done by experienced health researchers trained in observations and interviewing. All Directors in charge of health workforce policies within these agencies will be included in the study.*

2.2 Why have you been invited to participate?

- *You have been purposively sampled to be part of this research because your critical role as a health workforce policy actor involved either the drawing up of health workforce policies or their implementation thereof.*
- *Unfortunately, policy actors geographically outside the public health sector and scope of health workforce policies are exempted from the study.*

2.3 What will be expected of you?

- *The researcher would hold a one-off semi-structured interview session with you, which is not expected to last more than one hour.*
- *The interview will seek to gauge your perspectives on the factors that influence the production and subsequent employment of doctors, nurses, midwives and pharmacists into the public health sector of Ghana*
- *At a comfortable and private place of your choice, the interviews will be audio-recorded, with your consent, to enable the researcher to analyse the information. However, any information that may identify you personally will be removed before the data analysis, and the recordings will also be deleted after transcription.*
- *Tentatively, this phase of the study would take place between September and December 2022. The schedule is*

however subject to changes based on your availability

2.4 Will you gain anything from taking part in this research?

- *There are no direct benefits in taking part aside the satisfaction you may find in contributing to the study, which will inform national health policy in Ghana*
- *The field of health workforce planning will improve with the development of a fiscal space model for the sustainable production and employment of doctors, nurses, midwives, and pharmacists in Ghana, and proposed sustainable levels of their production from health professions educational institutions*

2.5 Are there risks involved in taking part in this research and what are the mitigating measures?

Possible risks	Precautions
You may feel you do not want to take part in the research.	Participation in this research is totally voluntary, as is the decision to leave the interview following earlier consent. Independent research administrators, who are not in any hierarchical relationship with you, will be used in recruiting the participants and the administration of the consent forms. This will eliminate any possible forms coercion or undue influence for you to participate in the study.
You may feel uncomfortable with being audio-recorded.	Data shall be managed, stored, and destroyed in line with the provisions enshrined in the Data Protection Act of 2012, Act 841 of Ghana, and corresponding data protection laws of the Northwest University. Recorded data will be anonymised to contain no personal attributes of participants and will be used solely for the intended purpose of the study and stored securely. The content of the recordings will only be accessible by the research team for analysis purpose. The recordings will be deleted as soon as it is transcribed, and all information that may identify you as an individual is deleted.
You may be concerned that it will take a lot of your time.	We will organise a time for the individual interviews at a time that is suitable and convenient for you. The interviews could be held outside work hours or any other time preferable to you as to not interrupt your work schedule. The interviews will not take longer than 60 minutes

2.6 How will we protect your confidentiality and who will see your findings?

- *To ensure that your identity is protected (anonymity), you will be assigned a code during the data collection process. This means that your real name will never be used or mentioned in any part of the research process.*
- *Your privacy will be respected by allowing you to provide the information you wish to share. Your results will be kept confidential by not disclosing your findings to any third party. Only the researchers and research team members will be working with the data, and they all signed confidentiality agreements. All the information gathered during the research will be stored on a password protected computer in the office of the researcher earmarked for the purpose of the research only, and a back-up in the principal investigator's office for at least 4-5 years or otherwise prescribed by the Ghana Health Service Ethics Review Committee and the Human Research Ethics Committee of North West University.*

2.7 What will happen with the findings?

- *The findings of this study will be used to develop a fiscal space model for the sustainable production and employment of doctors, nurses, midwives, and pharmacists in Ghana, and proposed sustainable levels of their production from health professions educational institutions*
- *The findings from this study may be used to inform other related research in future.*

2.8 How will you know about the results of this research?

- Key findings of the study and the fiscal space model will be shared with you on completion of the study.
- Findings will also be published in peer-review journals and shared with health policy makers in Ghana to health workforce planning. In this regard, outcome of the labour market assessment would be used in the impending review of the national HRH strategy, annual admission into health training institutions based on demand estimates of the labour market assessment and annual HRH recruitment budget ceiling. Research findings may be disseminated via presentations and posters

2.9 In need of Additional Information?

- You can contact the researcher Hamza Ismaila at Tel: +233244541907 or via hamzaismaila@gmail.com or the promoter Dr. Christmal Dela Chritmals at Tel:+27642379552 or 37212524@nwu.ac.za for further enquiries
- You may also contact the Health Research Ethics Committee via Mrs Carolien van Zyl at 018 299 1206 or carolien.vanzyl@nwu.ac.za if you have any unanswered concerns or complaints about the research.
- You will receive a copy of this information and consent form for your own purposes.

3. Declaration by participant

By signing below, I (full name and surname) agree to take part in the research study titled: A simulation-based clinical education framework for nursing students in low-resource settings. A multimethod study in Ghana.

I declare that:

- I have read this information/it was explained to me by a trusted person in a language with which I am fluent and comfortable.
- The research was clearly explained to me.
- I have had a chance to ask questions to both the person getting the consent from me, as well as the researcher and all my questions have been answered.
- I understand that taking part in this study is **voluntary** and I have not been pressurized to take part.
- I may choose to leave the study at any time and will not be treated in a negative way if I do so.
- I may be asked to leave the study before it has finished, if the researcher feels it is in the best interest, or if I do not follow the study plan, as agreed to.

Signed at (place) on (date) 20.....

Signature of participant

4. Declaration by person obtaining consent

I (full name) declare that:

- I clearly and in detail explained the information in this document to
- I did not use an interpreter.
- I encouraged him/her to ask questions and took adequate time to answer them.
- I am satisfied that he/she adequately understands all aspects of the research, as discussed above
- I gave him/her time to discuss it with others if he/she wished to do so.

Signed at (place) on (date) 20.....

Signature of person obtaining consent

5. Declaration by researcher

I (*full name and surname*) declare that:

- I explained the information in this document to
- I did not use an interpreter
- I encouraged him/her to ask questions and took adequate time to answer them

Signed at (*place*) on (*date*) 20.....

Signature of researcher