



Action Coalition on Human Trafficking

FOCUS GROUP PARTICIPANT INFORMATION & CONSENT FORM

Title of Program: *Engaging Community: Edmonton Community Plan to reduce and Prevent Sex Trafficking of Women and Girls*

Principal Investigator: Davina Rousell, Research Coordinator with Action Coalition on Human Trafficking (ACT) Alberta
Phone: 780-474-1104
Email: davina@actalberta.org

Invitation to Participate: You are invited to participate in the research study called *Engaging Community: Edmonton Community Plan to Reduce and Prevent Sex Trafficking of Women and Girls*, that is being conducted by Davina Rousell, a doctoral student at Carleton University, and Karen McCrae, a Masters graduate from the University of British Columbia, on behalf of Action Coalition on Human Trafficking (ACT) Alberta. ACT Alberta is a not-for-profit agency that brings together law enforcement, government ministries, non-governmental organizations and volunteers to identify and respond to human trafficking. A Working Together: Engaging Communities to end Violence Against Women and Girls grant from Status of Women Canada funds this research study.

Who can participate: In order to qualify to participate you need to be 18 years of age or older, have expertise/insight into or experience serving women and girls who have been directly impacted by sex trafficking in Edmonton.

Purpose of the Study: The purpose of this study is to conduct a local needs assessment to understand your community's needs (i.e., services and policies). The goal of this study is to develop a Community Action Plan to reduce and prevent sex trafficking of women and girls in Edmonton. I am particularly interested in understanding and documenting your experiences as a service provider for women and girls to learn how to reduce and prevent sex trafficking.

What will you be asked to do? If you agree to participate in the focus group, it will be about 90 minutes in duration and will be held in a location that is close to public transportation and is easily accessible. During the focus group you will be asked to share your ideas with other service providers about your perspectives on sex trafficking and how it can be reduced and prevented. For example, you will be asked questions about core causes of sex trafficking, what is working, and what needs to change to reduce and prevent sex trafficking of women and girls in Edmonton. The focus group will be recorded on a digital audio recorder.

Possible Benefits:

It is hoped that your knowledge and experience will inform the development of a Community Action Plan to reduce and prevent sex trafficking of women and girls in Edmonton. What is unique about this study is that it is not just about asking questions, it is about taking action. As such, the City of Edmonton has agreed to support the implementation of one of the strategies identified in the Community Action Plan. Also, the Community Action Plan will be shared with law enforcement, government ministries, and non-governmental agencies to help to build awareness and inform policies and services to reduce and prevent sex trafficking of women and girls in Edmonton. In addition by participating in the focus groups you will learn about sex trafficking and what can be done to reduce and prevent it in your community.

Possible Risks:

We do not anticipate any risks involved with participating in the focus group. However, it is possible that during the focus group you or another participant may talk about issues/problems that you find upsetting. If this happens, contact information for people who can provide that support will be shared with you as well as a resource leaflet will be provided with contact information on free emotional, psychological, and spiritual services. If you share that you are at risk of being harmed or at risk of harming others we are legally obligated to share this information with the appropriate authorities.

Confidentiality:

Your name will be replaced with a pseudonym so that nobody, other than the research team, can tell what you said. Your name will never be used in any reports, presentations or papers about this study. You will not have access to your individual responses from the focus group nor will any other participants have access to this information. At the beginning of the focus groups, we will explain and stress the importance of confidentiality to all participants. However, we cannot guarantee that the other participants in the focus group will maintain confidentiality related to the content of the focus groups. The recordings will be transcribed and a copy of the summary of the findings of all who participated will be sent to you. It is anticipated that the findings will be available by the spring of 2014.

All of the information collected during the study will remain in a locked filing cabinet in an office at the ACT Alberta for a period of seven years following the completion of the study after which time they will be destroyed. Only the research team identified in this information form and the Executive Director, Andrea Burkhart will have access to this information. Andrea will only have access to the information once all of the information that could be used to identify a participant has been removed.

The information gathered for this study may be looked at again in the future to help ACT Alberta answer other service and policy questions. To do this, the researchers would have to get permission from you and the Community Research Ethics Board of Alberta.

Can you quit?

Yes, you can change your mind and stop participating at any time. If you are uncomfortable answering any questions, you are free to refuse to answer and the research team will respect your choice to pass. After the focus group has ended you have two weeks to withdraw from the study. Should you decide to withdraw from the study the information that you provided will be destroyed.

Compensation: Food and refreshments will be provided during the focus group and you will receive a gift card for sharing your time and knowledge with the research team. If you decide to withdraw from the study you will still receive the gift card.

Your signature:

We would like you to sign the consent form to show that you agree to take part in the focus group.

Contact Names and Telephone Numbers:

This research project was reviewed and received ethics clearance by the Community Research Ethics Board of Alberta. If you have any concerns or questions about your involvement in the study please contact the Research Ethics Board. Contact information is as follows:

Melanie Pankratow, Program Coordinator, Ethics & Innovation
Platforms
Community Research Ethics Board of Alberta
c/o Alberta Innovates – Health Solutions
Suite 1500, 10104 - 103 Avenue
Edmonton, Alberta, T5J 4A7
Email: Melanie.pankratow@albertainnovates.ca
Phone: (780) 423-5727, Ext. 231

Do you have more questions?

If you have any more questions or would like more information, you can ask me, Davina, about anything you don't understand or would like assistance with (i.e. arranging transportation). My contact information is provided below.

Thank you!

Davina Rousell, Research Coordinator
Action Coalition on Human Trafficking (ACT) Alberta
PO Box 302 Station Main
Edmonton, Alberta
T5J 2J6
Phone: 780-474-1104
Email: davina@actalberta.org

Focus Group Participant Consent Form

Title of Program: *Engaging Community: Edmonton Community Plan to Reduce and Prevent Sex Trafficking of Women and Girls*

Information and Consent Form (please check the appropriate box):

Do you understand that you have been asked to be in a research study?..... YES or NO

Have you read and received a copy of the attached Information Sheet?..... YES or NO

Do you understand the benefits and risks involved in taking part in this research study?..... YES or NO

Have you had an opportunity to ask questions and discuss this study?..... YES or NO

Do you understand that you are free to refuse to participate or withdraw from the study at any time and you do not have to give a reason?..... YES or NO

Has the issue of confidentiality been explained to you?..... YES or NO

Do you understand who will have access to your information collected during the study?..... YES or NO

This study was explained to me by: _____

Please print and sign your name to indicate your willingness to participate in the research study:

I agree to take part in this study.

Signature of Research Participant Date Signature of Witness

Printed Name Printed Name

I believe that the person signing this form understands what is involved in the study and voluntarily agrees to participate.

Signature of Investigator or Designee Date

Please provide a phone number and email or mailing address where you may be reached to send you a copy of the study's preliminary findings and to be invited to a discussion about the Community Action Plan.

Phone Number: _____

Email or Mailing Address: _____

Two copies of the consent form are provided: one to be signed and returned to me for my own records and one for you to keep for your own records.

Demographic Information

Please answer the following questions by filling in the blank section with the appropriate information or by checking the appropriate box:

1. What gender do you identify with? _____
2. What is your month and year of birth? (Month/Year) _____/_____
3. What ethnicity do you identify with? _____
4. Have you or are you currently working for an agency that provides services to women and girls who have been impacted by sex trafficking?..... YES or NO
5. If you answered **yes** to question number 5, please write the name of the agency that you previously or currently work for? _____

Thank you for taking the time to complete the above questions!