Consultee Information Sheet – England and Wales

Why has this person been chosen?

The person for whom you are acting as consultee has been chosen because their address has been randomly selected from the postcode address file.

What do I have to do?

Please give us your opinion on what the past and present wishes and feelings of the person you are representing would have been about taking part in the study. Had s/he previously expressed specific or general support for research of this nature when they had capacity, or temporarily regained some capacity, or were otherwise able to indicate their views?

You are not being asked for your personal views on participation in the specific project, or research in general. You are not being asked to consent on behalf of the person who lacks capacity. You are bound by the normal duty of care to act responsibly and in good faith when advising on past and present wishes and feelings of the person. Please set aside any views you may have about the research and consider only the views and interests of the person who lacks capacity and consider the broad aims of the research, the risks, benefits and practicalities of what taking part will mean for the person who lacks capacity.

It will be necessary to obtain your contact details, just in case we need to speak to you again.
What will happen if I advise against participation in the study?

We will abide by your advice and the potential research participant will not be included in the study.

Research assurances

ONS makes the following assurances to safeguard all information provided to us:

- The information will be kept confidential.
- Participation in this research is entirely voluntary.
- The information will only be used for research and statistics.
- No one can be identified from the research, as personal details are never included in the results.

Participants can request a break from the research exercise, or that the research exercise is ended at any time.

Consultee Contact details:

Name: ______________________

Address:
____________________________________________________
____________________________________________________

Phone number: ______________________

Interviewer use only: Quota: Address: Household:
Welfare Guardian information sheet

Life Opportunities Survey

We would like to invite people to take part in a research study. Before you decide if you would like to give assent for, or advise that someone takes part, you need to understand why the research is being done and what it would involve for them. Please take time to read the following information carefully.

Ask us if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to give assent for someone to take part.

What is the purpose of the study?

The Life Opportunities Survey (LOS) is a new survey that aims to measure people’s use of local facilities, including public transport and health services, and their participation in leisure activities and employment opportunities. It also aims to find out why people don’t take part in work or leisure activities that they would like to, or why people may experience difficulties in using public services.

The LOS is conducted throughout the year across Great Britain. All sectors of society are represented, so the results reflect the population of the country as a whole.
Why has the person I represent been invited?

They have been invited to take part in this study because we want to ensure we collect data from a representative sample of Great Britain in order to develop and inform policy.

People selected for this research will have been selected at random from a list of GB addresses and sent a letter inviting them to take part.

What will the participant have to do?

The participant has been selected to be involved in this study. However, the interview will not involve the participant answering any questions themselves. You or another nearest relative or welfare guardian will be asked a short number of questions on behalf of the participant. The questions cover life opportunities and taking part in everyday activities.

There will be opportunities to take a break from the interview.

If they take part, they will be invited to take part in this study again in the future to identify whether their circumstances have changed.
Do they have to take part?

It is up to you to decide. We will describe the study and go through this information sheet, which we will then give to you. If you agree to someone taking part, you are free to withdraw your assent any time, without giving a reason.

What are the possible benefits of taking part?

We cannot promise the study will help directly but the information we get from this study will help the government to understand more about people with disabilities. This will help the government to meet the needs of disabled people in Great Britain.

Will taking part in the study be kept confidential?

Yes, the information provided to us will be treated as strictly confidential as directed by the Code of Practice for Official Statistics. It will be used to produce statistics that will not identify you or anyone in your household.

Survey information is also provided to other approved organisations for statistical purposes only. All such statistics produced are subject to the Code and the same standards of protection are applied to your information at all times.

The information will be stored securely within ONS during the study, and will then be deleted.

Who is organising and funding the research?

The Office for National Statistics is organising the research. The Office for Disability Issues is funding the research.
Contact us

If you have any queries about this survey, please call our freephone Survey Enquiry Line on 0800 298 5313. Lines are open between 9am–9pm on Monday to Thursday, 9am–8pm on Friday and 9am–1pm on Saturday.

Alternatively, you can write to:

LOS Field Office
Room 4100W
Office for National Statistics
Segensworth Road
Titchfield
Hampshire
PO15 5RR

Ethical assurance

This research has been looked at by an independent group of people, called a Research Ethics Committee to protect your safety, rights, wellbeing and dignity. This study has been reviewed and given favourable opinion by the National Hospital for Neurology and Neurosurgery & Institute of Neurology and the Scotland A Research Ethics Committee.
Life Opportunities Survey

The Life Opportunities Survey (LOS) aims to measure people’s use of local facilities, including public transport and health services, and their participation in leisure activities and employment opportunities.

The Office for National Statistics (ONS) is interested in the views of the selected participant. The person for whom you are acting as a consultee has been chosen because their address has been randomly selected from the postcode address file, or they have helped with ONS research in the past and volunteered to help us again.

The interview will involve you answering a short number of questions on behalf of the selected participant. The questions cover life opportunities, and taking part in everyday activities. You have been given an information sheet and you have had an opportunity to read this and ask any questions.

If you are willing to take part we need your written permission to collect information on behalf of the selected participant. All of the answers you provide will be completely confidential to ONS and the other government departments involved in the survey, and used for research and statistical purposes only. Names and addresses are never included in the results we publish and individuals cannot be identified.

You can withdraw your permission at any time, by contacting ONS on 0800 298 5313.

Please ask the interviewer if you would like more information. You will also be given an information leaflet for your future reference.
Declaration
I have read or heard the contents of this form and have had the opportunity to ask questions. I understand that all the information about the selected participant will be treated in the strict confidence and used solely for research and statistical purposes.

Participant’s name ………………………………………………………………………

Person providing assent
To provide assent on behalf of participant you must be the participant’s welfare guardian. If the participant has no welfare guardian the next of kin can provide assent.

Name _____________ Signature ___________ Date__________

(Please tick)
I am the participant’s: Welfare guardian Nearest relative

If you are participant’s nearest relative, please provide your relation and tick the box to confirm the following statement.

Relation ______________

There is no welfare guardian and I am the nearest relative.

I understand that I may withdraw my assent at any time.

Signature __________________________________________________________________________ Date __________________

Print name ____________________________
LIFE OPPORTUNITIES SURVEY: CONSENT FORM FOR ADULTS LACKING CAPACITY IN SCOTLAND

The Office for National Statistics (ONS) is interested in people’s views and opinions so that we can improve the way we collect information about today’s society.

The Life Opportunities Survey (LOS) will collect information about the experiences and expectations of people with and without impairments, and everyone’s views are important to the success of this study.

This information will be used to assess and improve government policy on increasing the opportunities for people with impairments.

ONS makes the following assurances to safeguard all information provided to us by the person you represent:

- Their information will be kept confidential.
- Their participation in this research is entirely voluntary.
- The information will only be used for research and statistics.
- No one can be identified from the research, as personal details are never included in the results.
- They can request a break from the research exercise, or that the research exercise is ended at any time.

I have read or heard the information above and have had the opportunity to ask questions. I understand that all the information will be treated in strict confidence and used solely for research purposes and statistics.

Participant’s name ____________

Person providing consent

To provide consent on behalf of participant you must be the participant’s welfare guardian. If the participant has no welfare guardian the next of kin can provide consent.

Name ____________ Signature ____________ Date____________

(Please tick)
I am the participant’s: Welfare guardian ☐ Nearest relative ☐

If you are participant’s nearest relative, please provide your relation and tick the box to confirm the following statement.

Relation ______________

There is no welfare guardian and I am the nearest relative. ☐