

Distress Protocol for Pride Yarns Phase 1

This protocol is to be followed in conjunction with the Research Safety Plan (below) and Participant Wellbeing Plan.

Pre-workshop steps – to be completed before the day of the workshop (or 1-1 interview)

1. Identify where workshop will take place (e.g., at Edith Cowan University) and identify organisation's contact person for emergency or critical incidents.
2. Send out participant 'Wellness Plans' and PICFs with instructions.
3. Facilitators to review participant 'Wellness Plans' for potential issues/triggers or concerns.
4. Print list of contact details for local support services and suicide prevention hotlines (same as the list included at the end of the PICF).
5. Call/email participants and remind them of the time and place for the workshop and check if they believe they are in a good headspace to participate in the workshop.

Set up- to be completed the day of the workshop (or 1-1 interview)

6. Review participant 'Wellness Plan' ahead of time for potential issues/triggers or concerns.
7. Ensure you have a list of all workshop participants and make note of any changes - people leaving early or additional participants on the day.

Workshop Protocol

8. Before the workshop formally begins- facilitators introduce themselves to the group and answer any questions participants have, help participants feel welcome and comfortable.
9. Ensure participants have signed consent forms.
10. Return Wellness Plans to participants.
11. Begin the workshop by going over group rules (everyone to use inclusive language, everyone has a right to feel safe and listened to, if they need to leave they can but let the facilitator know so we can check on their wellbeing, they can participate as much or as little as they want, remind them they can use an alias, do not repeat group members' stories outside this group)
12. Inform participants that the session will be recorded* and how that recording will be managed – ***“We will be recording the session, and that recording will later be transcribed. During the recording, we will not identify anybody by name, so all responses will remain anonymous. If you have any concerns about being recorded, please let us know before we get started.”*** Reassure that the recording will be saved onto a researcher's computer in a password protected folder. Remind participants of photos being taken (with consent).
13. Reassure that all the information collected will be de-identified and confidential, no names will be used to present the data: ***“All the information provided by you during the workshop will remain completely anonymous. Although the conversation is recorded, no names will be used and no information will be able to be linked back to you.”***
14. Inform participants if they start to talk about harming themselves, harming others or someone harming them, and we need to do something about it, then they will be identified, and services will be informed – ***“There are a couple of times where we may have to let somebody else know about what's going on for you. These times are: if we feel you are at high risk of harm to yourself, if we feel you are at high risk of harm to another person, or if someone is harming you. If any of these things come up, we will have to let a service provider or emergency service know, and for those under 18 years, let a responsible adult know (e.g. a parent or guardian). We will make sure we let you know if this is something we need to do.”***

15. Safety and risk management – ***“Today we may chat about difficult experiences that you or other people have faced, which can include experiences with racism, homophobia and transphobia. These are difficult topics and can be upsetting or distressing for some people. Throughout the session, we encourage you to check in with yourself, and if you feel you need a break, feel free to step outside for a breather or talk to one of us. You have copies of your Wellness Plans in-front of you and you can use these to jog your memory of things that help you stay feeling strong”. If you wish to leave the premises, please just let one of the researchers know beforehand.”***
16. Remind participants that a member of the research team will contact them 2-3 days after participating to check on their wellbeing. ***“We have collected your name and contact details on your consent forms, so we are able to contact you over the next three days. We will contact you to just check in to see that you’re travelling OK after the group, and chat to you about any concerns that may have come up. These details are kept confidential”***
17. Voluntary participation and right to withdraw – ***“Your participation here today is completely voluntary, and you have the right to withdraw at any point. Because of the nature of the discussion, if you choose to withdraw mid-way through, we can’t remove your previous responses from the recording, but we can remove your personal data (e.g. demographics) from the final analysis if you wish.”***
18. Protective interrupting. Let participants know that they may be gently interrupted and stopped from sharing a story/experience if the facilitators believe that continuing to share the story is damaging to them and/or group members. There is a chance that participants may begin to disclose a traumatic event (e.g. physical or sexual assault) but going into the details or reliving these events is not helpful in this setting. Example of protective interrupting ***“I can tell that you have had an upsetting experience which has come to mind for you now and that you are willing to share, and I thank you for being open and honest with the group. But I am mindful of keeping you and the other group members safe while we are together, and I think we are getting into a space where we might feel unsafe. Would it be okay with you if we changed the topic of discussion? Can I find a time to hear about your story after the group? Would you prefer to step away for a minute and talk to someone one-on-one?”*** Facilitators will continue to monitor the participant for signs of acute distress after this protective interrupting
19. Facilitators do a quick verbal check-in to see if everyone has understood information given so far and feels comfortable to proceed
20. Give an overview of the purpose of the focus group: ***“Today we are here to talk about how we can design an Elder-lead, intergenerational support intervention to support the SEWB of Aboriginal and Torres Strait Islander LGBTQA+ young people.”***
21. Explain what they will be asked to do and how long it is expected to take
22. Remind participants there will be a debriefing time at the end of the workshop
23. Begin recording - ***“I’m about to start the recording, so everything that you say from now on will be recorded as part of our data collection”***
24. Start the recorder and begin with a statement identifying the facilitators of the group, as well as location, date and time.
25. Get consensus from group on what terms they would like to use in the forthcoming discussion (Aboriginal? Indigenous? Queer? LGBTQ? Sistersgirls and Brotherboys? Anything else?)
26. Begin working through question prompts.
27. End recording and let participants know when you have switched the recorder off.
28. Facilitator to run a brief (3-5) min check-in to see how participants are feeling after taking part in the workshop. Let participants know that they can stay back and talk to the research team if they are seeking further support.
29. Remind participants of the support numbers on the Wellness Plans and of their self-care activities listed on the Wellness Plans.

30. Formally close the workshop. Thank everyone for their time and contribution.

*or that you will be taking notes, if participant has opted not to be recorded.

Debriefing

2-3 days after workshop/focus group/interview

31. Call/email participants to check on wellbeing. *"We're contacting you to just check in to see that you're travelling OK after the group, and chat to you about any concerns that may have come up."* Direct participant to how they can access support services, if necessary.

Research Safety Plan

CHIEF INVESTIGATOR: Braden Hill

SAFETY FOR PARTICIPANTS:

People participating in the project may experience acute distress as in response to discussing experiences and issues faced. Steps to reduce this harm include:

- 1) Team members using inclusive and courteous language and creating safe and welcoming spaces for people to participate in the research
- 2) Ensuring research participants display courtesy toward each other while participating in research activities. Guidelines for conduct during workshops will be established with participants before commencing
- 3) Ensuring participant anonymity and confidentiality as per ethics permit protocols
- 4) Reminding participants that they are free to stop their participation in the research at any time without punishment or adverse consequences
- 5) At least 1 workshop facilitator who has completed suicide prevention training to be present at all workshops to be able to respond effectively to a participant who presents as at risk of harm to their selves
- 6) Investigators will compile a list of local support services (i.e. health, mental health, housing) and local LGBTQA support services and distribute this list to research participants
- 7) All team members having direct contact with minors will have a Working with Children Check