



Dear **Name**

I am writing to you as a past participant in the Diabetes Counselling and Empowerment Course at Knuston Hall or in Galway. This message invites you to take part in research, which seeks to understand the impact the Course has had on participants as individuals, their relationships with patients and the systems of care they work in. This research is being conducted on behalf of the Knuston teaching faculty.

The study has two parts. An online survey, which you can complete immediately if you are willing to do so - and a telephone interview at a later date, for which consent will be obtained separately.

To keep the process as simple as possible, all you need to do to consent to participate in the survey is to follow the link and fill in the questions. In accordance with good research ethics practice, please note that: Your participation is entirely voluntary; you are under no obligation to participate and may withdraw at any time, for any reason, without giving an explanation; your answers to our questions will be treated with full confidentiality and, if published, will not be identifiable as yours. You will not be identifiable in any published results even if direct quotes are used. Your responses will be transferred to a password-protected computer, to which only members of the research team have access. The data will be retained for five years, and then destroyed. If we need to transfer data between computers, we will do so on a USB drive, encrypted to guarantee data security.

You can participate in this online survey by clicking the link below, which will take you to a simple questionnaire, largely in the form of open questions, to which you can give as short or as long an answer as you choose. You are at liberty not to answer any individual question. We will send a summary of the research findings to you when the study is complete.

If you would rather not complete this online survey but are willing to be contacted with a view to participating in a telephone interview, please reply and we will send you some more information about the interview. Finally, if you have any questions or concerns, do not hesitate to get in touch on the telephone number or email address below.

Yours sincerely,

Prof Tim Dornan & Ms Florence Findlay-White
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