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WRDA Risk Assessment and Research Checklist

**Title of research:**

**Name:**

**Role in research:**

**Date:**

**Risk Assessment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | *Yes* | *No* | *N/A* | *Details* |
| Are you in contact with victim-survivors of domestic violence/ abuse? |  |  |  |  |
| Are you in contact with anyone under the age of 18? |  |  |  |  |
| Does the research cover topics relating to sensitive and/ or personal information? Please provide details. |  |  |  |  |
| Have you assessed the risk to individual participants’ physical safety? If there is a risk, how has this risk been mitigated against? |  |  |  |  |
| Have you assessed the risk to individual participants’ emotional well-being? If there is a risk, how has this risk been mitigated against? |  |  |  |  |
| Do participants have access to support? If so, what support do they have access to? |  |  |  |  |

**Research Checklist**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | *Yes* | *No* | *N/A* | *Details* |
| Have you explained the research in detail to the participants, including how you will ensure confidentiality and anonymity? |  |  |  |  |
| Have the participants given their informed consent to your use of their information? |  |  |  |  |
| If using an online survey , does the information provided make clear if information about the survey may be stored in a browser history? |  |  |  |  |
| Do you have permission for anonymised data to be used for future research? |  |  |  |  |
| Were internal ethical review processes followed and is this available to end users of the research (policy makers/commissioners etc)? |  |  |  |  |
| Has consideration been given to either the over- or under-representation of any sub-groups within the population of interest? |  |  |  |  |
| If there is over- or under-representation, have you explained what this means for the research findings? |  |  |  |  |
| Has the research looked at how structural inequality could affect the experiences of research participants differently? |  |  |  |  |

**This risk assessment has been approved by:**

**Name:**

**Date:**

**Role in organisation:**

***Please note:*** *These risk assessment and checklist items have been taken from the Women’s Aid* [*Research Integrity Framework*](https://www.womensaid.org.uk/wp-content/uploads/2020/11/Research-Integrity-Framework-RIF-on-Domestic-Violence-and-Abuse-DVA-November-2020.pdf)*. WRDA subscribes to the principles contained within the five STEER pillars set out in this framework. These pillars include:* ***S****afety and wellbeing,* ***T****ransparency/accountability,* ***E****quality, human rights, and social justice,* ***E****ngagement and* ***R****esearch ethics.*

**Guidance for Researchers**

A risk assessment form should be completed by all researchers before research is conducted.

Online surveys

If you are conducting an online survey, please provide a summary of the research in the survey description that clearly outlines the purpose of the research. For example, ‘this survey is to gather views about the experiences of pregnant women with ambulance services.’ After providing this summary, the following text should be included:

*This research is conducted in line with the WRDA Research Ethics Policy which can be accessed here:* [*https://wrda.net/wp-content/uploads/2022/09/WRDAresearchethicspolicy.pdf*](https://wrda.net/wp-content/uploads/2022/09/WRDAresearchethicspolicy.pdf)*. By completing this survey you consent to allowing WRDA to anonymously store and use the information you provide for the purposes of the research outlined above. This anonymised information may also be used to inform WRDA’s future research and policy work. You will not be identified in any of this research. Please be aware that information about this survey may be stored in browser history.*

Interviews

Please ensure that you have received signed informed consent from the interview participant to take part in an interview before the interview takes place. This means ensuring that the participant is informed about what they are consenting to, including how their data will be used and stored. Pay close attention to whether or not the participant has consented to you taking a recording of the interview, as they might prefer for hand-written notes to be taken instead. Interview participant consent forms are available in the Research Hub section of the WRDA website.

Focus Groups

If you are using a recording device during a focus group, please ensure that you have received consent from focus group participants to do so.