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| The research is being carried out by the following researchers: |
| **Role** | **Name** | **Organisation** |
| Principal Investigater | Graham Brown | Australian Research Centre in Sex, Health and Society |
| Co-Investigator | Percy Gurtler | Australian Research Centre in Sex, Health and Society |
| **Research funder** | This research has received funding from Living Positive Victoria |

1. **What is the study about?**

This study is investigating the experiences of trans and gender diverse (TGD) people living with HIV who live in Australia. ‘Trans and gender diverse’ is an umbrella term which describes people whose gender is different to the legal sex that was assigned to them at birth. This project will focus on the experiences of health systems, social connection, identity and belonging, quality of life, and support needs of TGD people living with HIV.

Information gathered through this project will be used to develop programs and improve support services for TGD people living with HIV in Victoria.

This project is supported by Living Positive Victoria, a not-for-profit community organisation supporting people living with HIV in Victoria. This project also has a community advisory group that provides advice to the research team on recruitment, analysis, and implications of the study’s findings. Details of participants will not be disclosed to the community advisory group.

1. **Do I have to participate?**

Being part of this study is voluntary. If you want to be part of the study, we ask that you read the information below carefully and ask us any questions.

You can read the information below and decide at the end if you do not want to participate. If you decide not to participate this will not affect your relationship with La Trobe University or any other listed organisation.

1. **Who is being asked to participate?**

You are invited to take part in this research if:

* You are trans and/or gender diverse,
* You have been diagnosed with HIV
* You live in Australia
* You are 18 years or older
1. **What will I be asked to do?**

If you decide to participate in this research, you must give us your ‘consent’. This means that you have freely chosen to be involved and that you give us your permission to interview you. If you choose to give us your consent and participate, you will take part in a semi-structured interview that will take approximately 1 hour of your time. The interview will take place in-person or via a video conferencing platform such as zoom or via phone depending on your preference. If you consent, we will record the audio of your interview. Interviews conducted via video conferencing platforms will be both audio and video recorded as the software in these platforms records both audio and video files, however, we will delete the video file at the end of the interview and only store the audio file. The external transcription service will not receive a copy of the video file.

The focus of the interview will be on your experiences of health systems related to your gender identity and your HIV diagnosis, treatment and monitoring; community and social networks; sex and relationships; care and support; and basic demographic information (e.g., age, country of birth, cultural-ethnic background, occupation, education level). All the information we collect from you is confidential. If you are not comfortable answering any question/s during the interview, you can decline to answer. If you do choose to participate you will be compensated for your time and contribution to the research with a $100 digital retail gift card. You will also receive a copy of your transcribed interview, and you will be invited to review and edit your transcript if you wish. The total time commitment for participating in the project is 1 hour, including travel time if in person, and additional time to review your transcript.

1. **What are the benefits?**

Your participation in this study will contribute to greater knowledge and understanding of the experiences of TGD people living with HIV and will inform program development for the support of TGD people. These outcomes will significantly benefit trans and gender diverse people living with HIV, as well as society more broadly.

1. **What are the risks?**

With any study there are (1) risks we know about, (2) risks we don’t know about and (3) risks we don’t expect. If you experience something that you aren’t sure about, please contact us immediately so we can discuss the best way to manage your concerns.

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| **Name** | **Organisation** | **Position** | **Telephone** | **Email** |
| Graham Brown | Australian Research Centre in Sex, Health and Society | Principle Investigator | (03) 9479 8700 | graham.brown@latrobe.edu.au |

We have listed the risks we know about below. This will help you decide if you want to be part of the study.

As part of this study, we will ask you to reflect on your experiences of being trans and gender diverse and living with HIV. We have carefully crafted our questions to minimise the risk of distress to you, but there is a chance that reflecting on these experiences could cause you some minor discomfort. In the event of discomfort, during the interview you can ask to take a break or to discontinue the interview. The interview will be conducted by a qualified interviewer with experience discussing sensitive issues and will bring the interview to a close if you experience distress beyond discomfort. We also encourage you to contact one of the counselling or support services listed below if you experience distress after the interview.

If participating in this study brings up experiences that have been distressing or leads to further questions about the topics covered, you can also try discussing your concerns by contacting any of the following organisations:

**Lifeline** (Free national telephone crisis support 24 hours/7 days a week)

Telephone: 13 11 14

Website: [www.lifeline.org.au](https://www.lifeline.org.au)

**Beyond Blue** (Free national telephone support 24 hours/7 days a week)

Telephone: 1300 224 636

Website: [www.beyondblue.org.au](https://www.beyondblue.org.au)

**QLife** (Free national telephone and web counselling for LGBTQIA+ people 3pm-12am/7 days a week)

Telephone: 1800 184 527

Website: [www.qlife.org.au](https://www.qlife.org.au)

**Rainbow Door** (Victorian LGBTQIA+ counselling and referral service 10am-5pm/7 days a week)

Telephone: 1800 729 367

Text: 0480 017 246

Email: support@rainbowdoor.org.au

Website: <https://www.switchboard.org.au/rainbow-door>

**Queerspace** (Affordable queer affirming counselling service)

Telephone: 03 9663 6733

Website: <https://www.queerspace.org.au/>

**Living Positive Victoria** (one-one-one and group support for people living with HIV)

Website: <https://lpv.org.au/>

One-on-one support: <https://lpv.org.au/programs-and-services/one-on-one-support/>

Telephone (general enquiries): 03 9863 8733

Email: info@lpv.org.au

**Positive Women Victoria** (peer support and information for women living with HIV in Victoria)

Website: <https://positivewomen.org.au/>

Telephone (general enquiries): 03 9863 8747

Email: info@positivewomen.org.au

**Thorne Harbour Health** (health services and programs for LGBTQ+ people and people living with HIV)

Website: <https://thorneharbour.org/>

Telephone: 03 9865 6700 or 1800 134 840

PEP info line: 1800 889 887

Email: enquiries@thorneharbour.org

1. **What will happen to information about me?**

We will transcribe your interview using Microsoft Word’s in-built AI transcription feature. Audio files and transcriptions are never stored by Microsoft and will be stored securely and only accessible to the researchers. We will ask you if you are comfortable for us to use Microsoft Word to transcribe your interview, and if you decline, we will transcribe your interview by hand. A transcribed copy of your interview will be sent to you afterwards to keep in your records, and you reserve the right to correct, add to, or limit the use of any information in the transcript for up to four weeks after you receive the transcript.

We will collect information about you in ways that will not reveal who you are. All information collected about you will be deidentified, which means we will not use your name, and we will change details that may identify you (such as your place of living and your place of birth).

We will publish information about you in ways that will not be identified in any type of publication from this study. You will be assigned a pseudonym and in any publication arising from this project, identifiable information will be removed from descriptions of your experiences. The information collected in this research may be used in journal articles, reports, and presentations.

We will store information about you in ways that will not reveal who you are. Where applicable, your audio recording will be destroyed after transcription. We will keep your other information, such as your consent form and de-identified transcript, which will be stored securely and will only be accessible to the researcher by password. All information collected about you will remain confidential.

We will keep your information for 7 years after the project is completed. After this time, we will destroy all of your data.

The storage, transfer and destruction of your data will be undertaken in accordance with the [Research Data Management Policy](file:///C%3A%5CUsers%5Ckirstygurtler%5CLibrary%5CMobile%20Documents%5Ccom~apple~CloudDocs%5CPhD%5CEthics%5CApplication%5CResearch%20Data%20Management%20Policy) <https://policies.latrobe.edu.au/document/view.php?id=106/>.

The personal information you provide will be handled in accordance with applicable privacy laws, any health information collected will be handled in accordance with the Health Records Act 2001 (Vic). Subject to any exceptions in relevant laws, you have the right to access and correct your personal information by contacting the research team.

1. **Will I hear about the results of the study?**

You will be offered the opportunity to receive the final report from this study and any publications we may produce. You will be asked to provide your email where we will send you any reports and publications when they become available.

1. **What if I change my mind?**

You can choose to no longer be part of the study at any time before or during the interview and until four weeks following the collection of your data. You can cancel your interview at any time by contacting the researchers prior to your interview. If you proceed with an interview, you can stop the interview at any time and you will be asked if you would like to withdraw your already collected data from the study. For up to four weeks after the day of your interview you can contact the researchers to withdraw your data from the study. You can let us know by:

1. Completing the ‘Withdrawal of Consent Form’ (provided at the end of this document);
2. Calling us; or
3. Emailing us

Your decision to withdraw at any point will **not** affect your relationship with La Trobe University or any other organisation listed.

When you withdraw we will stop asking you for information. Any identifiable information about you will be withdrawn from the research study. However, once the results have been analysed we can only withdraw information, such as your name and contact details. If results haven’t been analysed you can choose if we use those results or not.

1. **Who can I contact for questions or want more information?**

If you would like to speak to us, please use the contact details below:

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| --- | --- | --- | --- | --- |
| **Name** | **Organisation** | **Position** | **Telephone** | **Email** |
| Graham Brown | Australian Research Centre in Sex, Health and Society | Principle Investigator | (03) 9479 8700 | graham.brown@latrobe.edu.au |
| Percy Gurtler | Australian Research Centre in Sex, Health and Society | Co-investigator | (03) 9479 8700 | p.gurtler@latrobe.edu.au |

1. **What if I have a complaint?**

If you have a complaint about any part of this study, please contact:

|  |  |  |  |
| --- | --- | --- | --- |
| **Ethics Reference Number** | **Position** | **Telephone** | **Email** |
| HEC25086 | Senior Research Ethics Officer | +61 3 9479 1443 | humanethics@latrobe.edu.au  |

**Consent Form – Declaration by Participant**

I (the participant) have read (or, where appropriate, have had read to me) and understood the participant information statement, and any questions have been answered to my satisfaction. I agree to participate in the study, I know I can withdraw at any time until [four weeks] following the collection of my data. I agree information provided by me or with my permission during the project may be included in a thesis, presentation and published in journals on the condition that I cannot be identified.

I would like my information collected for this research study to be:

[ ]  Only used for this specific study;

[ ]  Used for future related studies;[ ]

[ ]  I agree to have my interview audio and/or video recorded

[ ]  I would like to receive a copy of the results via email or post. I have provided my details below and ask that they only be used for this purpose and not stored with my information or for future contact.

|  |  |  |
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| **Name** | **Email (optional)** | **Postal address (optional)** |
|  |  |  |

**Participant Signature**

**[ ]** I have received a signed copy of the Participant Information Statement and Consent Form to keep

|  |  |
| --- | --- |
| Participant’s printed name |  |
| Participant’s signature |  |
| Date |  |

**Declaration by Researcher**

[ ]  I have given a verbal explanation of the study, what it involves, and the risks and I believe the participant has understood;

[ ]  I am a person qualified to explain the study, the risks and answer questions

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| Researcher’s printed name |  |
| Researcher’s signature |  |
| Date |  |

\* All parties must sign and date their own signature

**Withdrawal of Consent**

I wish to withdraw my consent to participate in this study. I understand withdrawal will not affect my relationship with La Trobe University of any other organisation or professionals listed in the Participant Information Statement. I understand the researchers cannot withdraw my information once it has been analysed.

 **I understand my information will be withdrawn as outlined below:**

* Any identifiable information about me will be withdrawn from the study
* The researchers will withdraw my contact details so I cannot be contacted by them in the future studies unless I have given separate consent for my details to be kept in a participant registry.
* The researchers cannot withdraw my information once it has been analysed, and/or collected as part of a focus group

I would like my already collected and unanalysed data

[ ]  Destroyed and not used for any analysis

[ ]  Used for analysis

**Participant Signature**

|  |  |
| --- | --- |
| Participant’s printed name |  |
| Participant’s signature |  |
| Date |  |

**Please forward this form to:**

|  |  |
| --- | --- |
| CI Name |  |
| Email |  |
| Phone |  (0 |
| Postal Address | NR6, La Trobe University, Bundoora, Victoria, 3086 |