

## Participant Information Sheet

### Researchers:

**Welcome to the HeLiPaD trial.** This research is being conducted by Professor Philip Batterham, Dr Amelia Gulliver, and Cass Heffernan from the Centre for Mental Health Research (CMHR), National Centre for Epidemiology and Population Health, College of Health and Medicine, at the Australian National University (ANU). The HeLiPaD trial is part of MAGNET, which is the Mental Health Australia General Clinical Trial Network.

**Project Title:** The HeLiPaD Trial: Brief online training to support workplace mental health

### General Outline of the Project:

- **Description and Methodology:** We are conducting a study to test different ways of delivering an internet-based program designed to change knowledge and beliefs around mental health in workplaces. We are inviting approximately 30-36 workplaces across Australia to participate. Your workplace will be randomly assigned access to one of two programs: (1) enhanced interactive mental health education program or (2) brief mental health education program. It is expected that both of these programs will be educational for participants. Participants will complete surveys before and after completing the program to evaluate their effectiveness.
- **Participants:** We are aiming for a sample of approximately 900 people recruited online via their workplace invitations. We intend to recruit 30-36 workplaces to participate.
- **Use of Data and Feedback:** The information collected will be presented as group summaries (in aggregate form) for the purpose of publication in relevant academic journals and conferences. When we write up the research for publication, findings will be presented with no reference to individuals. You will be able to view the results of the study here: <https://nceph.anu.edu.au/research/centres-departments/centre-mental-health-research> We plan for the results to be available towards the end of 2025 (approximately). We will also email your workplace when the results are complete, so that they may distribute this link if they wish.
- **Project Funding:** This project is funded by the Mental Health Australia General Clinical Trials Network (MAGNET is supported by a 2020 MRFF Million Minds Mission MHR grant (MRF2006296).

### Participant Involvement:

- **Voluntary Participation & Withdrawal:** You do not have to be involved in this research unless you want to, your participation in this project is entirely **voluntary**. Your employers or any other people in your workplace will not have access to the data we collect in this study. Your employers will also not be able to determine which of their employees have participated in the study or not unless you tell them. Your decision to participate, or not to participate, will not affect your employment now or in the future. Once you have enrolled in the trial by providing your email, we will use the data you provide via the surveys, unless you withdraw from the study. You can pull out of the research (or 'withdraw' from the study) if you change your mind without telling the researchers why at any time up until the first publication is submitted. We expect this to be early in 2025. After this, we will be deleting all identifiable data so will not be able to identify which data is yours. If you wish to withdraw from the study and you have already provided your email, please email [helipad@anu.edu.au](mailto:helipad@anu.edu.au) or contact the researchers using the details below. If you have not provided us with your email, please close your

browser to withdraw. If you request to withdraw, any data you have provided in the current study will be deleted unless you ask us to keep it.

- **What does participation in the research entail?** You will be asked to provide an e-mail address to participate in the study. You may wish to create an e-mail address specifically for the purposes of participating i.e., you may register with a specially created email that does not contain your name, and is not connected to any other login-in credentials with your name. You will firstly be asked to complete some brief questions (10-minute survey) that include your basic demographic information (e.g., age, gender, ethnicity, employment industry). We are collecting this information so that we can examine whether any of these attributes are associated with specific outcomes such as the effectiveness of the program. We will also ask you some questions that assess your awareness and attitudes towards mental health and help-seeking, your help-seeking behaviour, symptoms of common mental health issues (e.g., depression, anxiety, generalised distress symptoms) and your ability to perform daily activities both in and out of the workplace. This is so we can determine if the program has any effects on these factors. This information will be protected as outlined in the confidentiality, and data storage sections below. You will need to answer these questions in order to participate in the study. If you do not complete the survey at this point, we will send you a reminder via email. You will then be invited to complete one of two brief 20-minute online educational programs (your workplace will be randomly allocated one of these programs).

The program is designed to be completed in a single session, which will take approximately 20 minutes to work through. It will involve viewing some brief information about what the experience of common mental health problems such as depression and anxiety is like, how they affect people and what they can do about it. If you do not complete the program, we will send you a reminder via email to see if you would like to complete it. After you have completed the program you will be invited to complete another short 10-minute survey. If you do not complete this survey, we will send you a reminder via the email you provide us to invite you to complete it. We expect that this part of the study will take no longer than **40 minutes to complete**. We will also send you an invitation email and a reminder to complete a final 10-minute survey 6 months after completing the program. We will use a campaign management platform called PostMark, who will be provided with your email address only, which will only be used for the purpose of sending you emails for the Helipad trial. PostMark will not have access to the data you enter in the surveys. Please note you can still complete the surveys even if you have left your current workplace.

If you wish to provide us with some feedback on the programs after you have completed them, you can also choose to participate in an optional brief interview with us. We will hand-select a range of participants from the enhanced interactive mental health education program group (e.g., from a broad range of workplaces, ages, gender etc.) to participate in this follow-up interview.

- **Location and Duration:** The study will be conducted online so you can complete it in a time and place that is convenient for you. We suggest that you complete the program in a single session, which will take approximately **40 minutes total**. If you consent to participate in the online program, you will be asked to complete a 10-minute survey, then a single 20-minute program, followed by two brief 10-minute surveys – one straight after you complete the program, and one at 6 months after the program. It should take no longer than 50 minutes to complete the program and all surveys.



- **Remuneration:** There will be no cost to you for participating in this study. Unfortunately, we are not able to pay individual participants for their involvement in the study.
- **Risks:** Although we have found that most people participating in similar programs find it a valuable experience, some people find it can bring up uncomfortable feelings to answer questions, receive information or participate in activities related to their thoughts and feelings. We also note that some of the mental health information aligns with Western concepts of mental health. **Remember that participation is voluntary, so if the survey or program upsets you, we recommend that you stop participating.** If you continue to feel uncomfortable or upset, please contact your employee assistance program, or you can contact Lifeline via telephone on 13 11 14.
- **Benefits:** If you participate in this study, there may or may not be direct benefits to you, but if you take part, your involvement may help others in the future. This study will help us to determine if a workplace online intervention can be effective for delivering this type of mental health information.

### Inclusion criteria:

- **Who can participate:** You must meet certain criteria to be involved in the study. We are looking for 900 people employed in approximately 30-36 workplaces across Australia. In order to participate, you will need to:
  1. Be an employee in an Australian workplace.
  2. Be aged 18 years or over, living in Australia, and fluent in reading & understanding English
  3. Have access to a device (desktop, laptop, tablet, and/or smart phone) and reliable internet to complete the online program.

### Confidentiality:

- We will protect your confidentiality to the full extent allowed by law. This means the research team will not disclose your personal information unless it is necessary in a serious emergency or we are required to do so by law.

Only the researchers involved and named on this project and IT support staff (i.e., staff who manage data storage at ANU, or IT staff responsible for managing the server) will have access to any identifying data; the campaign management platform, PostMark, will have access to your email address only. You can read PostMark's privacy policy here: <https://postmarkapp.com/privacy-policy>. All information provided will also be kept strictly confidential and private and stored under password protection. During publication of results, data will only be presented in an aggregate manner, not on an individual basis, so individuals will not be identifiable. Individuals who consent to participate in the program will be required to provide their email address and no other identifying information. However, there is a small risk that you could be potentially identifiable in the dataset in other ways, such as by the combination of your personal or demographic factors such as age, gender, ethnicity.

### Privacy Notice:

In collecting your personal information within this research, the ANU must comply with the Privacy Act 1988. The ANU Privacy Policy is available at [https://policies.anu.edu.au/pp1/document/ANUP\\_010007](https://policies.anu.edu.au/pp1/document/ANUP_010007) and it contains information about how a person can:

- Access or seek correction to their personal information;

- Complain about a breach of an Australian Privacy Principle by ANU, and how ANU will handle the complaint.

### Data Storage:

**Where:** After downloading the data from the participant surveys, email addresses and survey data will be separated and stored in separate computer files. Your data will be linked across these two separate files by a unique code stored in each file that will be assigned to you but contain no identifying details (i.e., a number). This is primarily so if you wish to withdraw from the study, we can re-link your data across the two files using this unique code and delete it for you. We will collect data on how many people have participated from each workplace by using unique tokens assigned to the links we send out to each workplace. The workplaces will not have access to this data; however, the researchers will know how many people from each workplace have participated.

The data will be stored on a secure ANU server with access restricted to authorised personnel (the project team and IT support staff responsible for managing the server). The length of storage and speed of technological change may mandate alternative storage mechanisms be used later in this period - it will be ensured that any such system meets the appropriate requirements for data security and safety. The email addresses provided to PostMark will be stored in their secure database. We will ask them to delete these email addresses from their database when the trial is complete.

- **How long:** Any identifiable data associated with this project (e.g., contact emails) will be deleted after the first publication is submitted. The remaining data (i.e., the de-identified data) will be retained for data aggregation purposes (e.g., meta-analyses) and data sharing. To advance science, medicine, and public health, we may share your de-identified data with any current and future funders, research projects, medical journals or data research repositories. Some of these organisations may be located overseas. Any de-identified data that we send overseas is not protected by Australian laws and regulations. Data will be archived for use in any related or unrelated future research with permission from the Principal Investigator (Professor Philip Batterham) or his nominated delegate. Data will be shared upon reasonable request to the Principal Investigator (Professor Philip Batterham) or his nominated delegate. The de-identified data will be made available for research purposes through data repositories including HeSANDA (Health Studies Australian National Data Asset) and ANU Data Commons: <https://datacommons.anu.edu.au/DataCommons/>

### Queries and Concerns:

- **Contact details for more information:** If you have further queries about the project, please contact the research team below. Please print out and keep this information sheet to view later.

**The HeLiPaD Trial Team**  
Centre for Mental Health Research  
National Centre for Epidemiology and  
Population Health  
The Australian National University  
Email: [helipad@anu.edu.au](mailto:helipad@anu.edu.au)

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Participants can contact the research team on [helipad@anu.edu.au](mailto:helipad@anu.edu.au) if they experience any technical issues with the website.



Australian  
National  
University

### Ethics Committee Clearance:

The ethical aspects of this research have been approved by the ANU Human Research Ethics Committee (Protocol 2023/053). If you have any concerns or complaints about how this research has been conducted, please contact:

Ethics Manager  
The ANU Human Research Ethics Committee  
The Australian National University  
Telephone: +61 2 6125 3427  
Email: [Human.Ethics.Officer@anu.edu.au](mailto:Human.Ethics.Officer@anu.edu.au)

### Support services

Please contact your employee assistance program if you require any support. Also, if you are interested in accessing some general help and support, you can try contacting some of the services listed below, or visit their websites for information and support.

#### **Support and Counselling Services:**

*beyondblue* Support Service (24/7): 1300 22 4636, [www.beyondblue.org.au](http://www.beyondblue.org.au)

Lifeline: (24/7) 13 11 14 <https://www.lifeline.org.au/>

Mensline (24/7): 130078 99 78, <http://www.mensline.org.au/>

Thank you for taking the time to consider participating in this project.