Approximately six months ago, you attended an 8-week therapeutic horticulture programme at Blossoms at Larne Lough. At that time, you provided your consent to be contacted about the evaluation of the programme. The Public Health Agency (PHA) is now inviting you to take part in a follow-up survey. We ask that you read this Participant Information Sheet which fully outlines the nature of this work and your rights under the Data Protection Act (2018).

**Background information**

We are interested in hearing about your experiences about the programme you attended. The survey will take around 10 minutes to complete. We will ask some questions your health and wellbeing, gardening and your feedback about the programme.

**The research team**

The research team includes Dr Catherine Millman and Mr Richard Gamble who work for the Health Intelligence Unit, PHA. See contact details below.

**Your contribution**

You do not have to take part in this survey – this is entirely up to you. Whilst you do not have to participate, any help you can give is appreciated. Your feedback will help us to ensure the programme is available and improved where possible for people attending the programme in the future.

**Risks and benefits of participation**

It is unlikely that there are any risks to you by taking part in this survey and we hope you will find taking part a rewarding experience.

**Privacy information**

During this survey, we ask for your gender and date of birth. This information is used to help us match your response to previous surveys you completed at the beginning and end of the programme. By matching the information, we can see the impact of the programme on your health, wellbeing and lifestyle and this is used to provide evidence about the success of this programme. We intend for our analyses to be complete and the deletion of your date of birth is scheduled for 31st December 2019.

This survey is being carried out on SurveyMonkey. Only the Health Intelligence Unit in the PHA have access to your survey and the information you provide will be downloaded and deleted from SurveyMonkey by 30th November 2018.

Please see the survey Monkey website for more information in relation to Data Protection: <https://www.surveymonkey.com/curiosity/surveymonkey-committed-to-gdpr-compliance/>

When downloaded, all information you provided will be stored on HSC servers which have high security measures and encryption in place. Please see the Privacy Notice on the PHA’s website for further information on how we process your information: <http://www.publichealth.hscni.net/sites/default/files/PHA%20Privacy%20Notice%20June%202018.pdf>

All data is analysed in confidence and individuals and/or organisations are not identified when we analyse findings.

**Your rights**

We trust the information outlined in this document ensures your right to information. See also the section below ‘further legal information’.

If you change your mind about taking part in this survey, you have the right to withdraw up to the point of data being analysed (from the 1st April 2019). If you want to withdraw please contact the research team (see contact details below).

You have the right to access the data you supplied and you can request this by email before 31st March 2019. You will receive this information free of charge within 30 days from your request in an accessible format which meets the needs of your right to data portability.

You have the right to have your personal information deleted and if you have made any errors on your personal information, you have the right for errors to be rectified.

If you think that there has been an infringement of your rights, you have the right to lodge a complaint with a supervisory authority, such as the Information Commissioner’s Office (see <https://ico.org.uk/make-a-complaint/> for more information).

**Contact details for the research team:**

If you want to contact the research team for more information about this work or to withdraw from the study, please contact:

Dr Catherine Millman (email: Catherine.millman@hscni.net or telephone 028 9536 1668)

or

Richard Gamble (email: Richard.gamble@hscni.net or telephone 028 9536 2915)

**Further legal information:**

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| Data controller | Public Health Agency, Health Intelligence Unit, Linum Chambers, Belfast. |
| Data Processor | As above. |
| Data Protection Officer | Ms Rosemary Taylor, Public Health Agency, 12-22 Linenhall Street, Belfast, BT2 8BS |
| Legal basis & justification | Consent – online research requiring explicit consent before participating in survey |
| Categories of personal data | Gender, date of birth |
| Special categories of personal data | None. |
| Purposes of processing | Evaluation of a therapeutic horticulture programme (Blossoms at Larne Lough). |
| Categories of individuals | Adults in the general population  |
| Categories of data recipients | None.  |