

Housing Stability for Youth in Courts  
(H-SYNC)

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**PHONE INTERVIEW  
INFORMATION STATEMENT**



**RESEARCHERS**

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**RESEARCHER'S STATEMENT**

We are asking you to be in a research study. The purpose of this information form is to give you the information you will need to help you decide whether to be in the study or not. When we have answered all your questions, you can decide if you want to be in the study or not.

We are requesting that you participate in a 30 minute interview about your experience with the H-SYNC program. The risks of participation are small. You may feel uncomfortable answering the questions. The benefits would include helping the community, court and researchers better understand what works to support youth housing stability as well as receiving a \$30 gift card for your participation.

## WHAT IS THE PURPOSE OF THIS STUDY?

We are studying a new community program trying to prevent youth homelessness for youth involved in the juvenile court system. This program is called Project H-SYNC (Housing Stability for Youth in Courts). Your participation in this study will help the University of Washington evaluate the impact of the H-SYNC program. We are asking you to give permission for you to participate in the research study.

## WHAT WILL I BE ASKED TO DO?

- If you agree to participate, **you will be asked to complete a phone interview** with one of our research team members. The phone interview will take about 30 minutes to complete.
- The phone interview **will ask questions about** your experiences with the H-SYNC program. For example, we will ask you to report on what worked well or didn't in the program. All of your answers will be kept confidential with no names appearing on any forms. You can also choose to skip any questions and can stop participating in the study at any time.
- Asking these questions will allow us to see whether the H-SYNC program helps promote stable housing and relationships.
- Phone interviews may **take about 30 minutes** to complete. You will be mailed or e-mailed a \$30 gift card upon completion of the phone interview.
- You may request to view a sample of phone interview questions by contacting the research team at [hsync@uw.edu](mailto:hsync@uw.edu) or by asking a research team member over the phone when they call you. We can post the questions online, mail, email, or verbally read the questions to you over the phone.
- The interview will be recorded, downloaded on a secure server at the University of Washington and then written out by research staff with the assistance of transcription software. Once the interview is written out, we will delete the audio recording. We will remove any names or identifying information from the written interview. The written interview will be kept on a secure server only accessible to University of Washington research staff.
- **We will protect your privacy.** You will be assigned a study ID and this ID will be used instead of your name on all forms. All interview responses will be viewed only by research staff at the University of Washington. We won't share your personal information or survey responses with anyone else. All surveys will be kept securely at the University of Washington offices.
- The interview will be recorded and kept as a recording for up to six months after the interview. The interview will be transcribed into a written document with any names or identifying information removed. These transcripts will be kept on a secure server at the University of Washington.

## HOW WILL YOU KEEP MY INFORMATION CONFIDENTIAL?

**We will protect your information** in a number of ways.

- First, we will keep all information on a password protected computer at the University of Washington that is only open to members of the research team.
- We will also make up a study identification number for you that is not related to any other information (name, contact info, etc.). This number will be used in all databases that contain your responses to the interview questions instead of your name or any other personal information. Your name and interview answers will never be in the same physical place or in the same database on a computer.
- We will not share your name or responses with anyone outside of the research team at the University of Washington. This means we will not share your responses with anyone at court or anyone else. When we write up the results of this study, we will report averages and other group data and no names. We will not even share whether you are participating in the study with the court.

## ARE THERE ANY RISKS TO PARTICIPATING?

There is a chance that you may feel uncomfortable responding to particular questions or experience distress. You will be reminded at the beginning of the phone interview that you do not have to answer all questions and may stop the phone interview at any time. There is a small chance that your responses may be accidentally revealed. This is most likely to happen while you are completing the phone interview (someone could hear your responses if you are completing the interview in a public place, for example). If you think you've been harmed by this research, contact Dr. Sarah Walker right away at (206) 685-2197 or e-mail [hsync@uw.edu](mailto:hsync@uw.edu).

## WHAT IF I DO NOT WANT TO PARTICIPATE?

You do not have to participate if you do not want to. There are no negative consequences for not participating in the study.

## HOW DO I BENEFIT FROM PARTICIPATING?

Some people benefit from studies like this by feeling good about helping discover better programs. You may benefit from the study in this way.

## WHAT ELSE SHOULD I KNOW?

**You may refuse to participate and you are free to withdraw from this study at any time** without penalty or loss of benefits to which you are otherwise entitled.

You will receive a \$30 gift card for completing the phone interview.

Government or university staff sometimes review studies such as this one to make sure they are being done safely and legally. If a review of this study takes place, your records may be examined. The reviewers will protect your privacy. The study records will not be used to put you at legal risk of harm.

The information that we obtain from you for this study might be used for future studies. We may remove anything that might identify you from the information. If we do so, that information may then be used for future research studies or given to another investigator without getting additional permission from you. It is also possible that in the future we may want to use or share study information that might identify you. If we do, a review board will decide whether or not we need to get additional permission from you.

If your responses to surveys conducted in this study are requested by a court order, we are required to provide this information to the requesting legal authority.

## SOURCE OF FUNDING

The University of Washington is receiving funding for this study from the Raikes and Block-Leavitt Foundations.

*If you have questions later about the research or believe you have been harmed by participating in the study, you can contact the research team at [hsync@uw.edu](mailto:hsync@uw.edu). If you have questions about your rights as a research subject you can call the Human Subjects Division at (206) 543-0098.*