

**Have something
to say?**

We want to hear it!

Please join us for a group conversation about living with HIV/AIDS.

WHEN

**Thursday, Aug 9
5:30-7:30 pm**

WHERE

**Stark Library-Main
McKinley Room
715 Market Ave. North
Canton**

You can expect to spend about ten minutes answering a page of questions and about an hour talking about your thoughts and experiences living with HIV/AIDS.

Please come tell us about your experiences and needs, so that ODH and others can improve the future of HIV prevention and care in Ohio.

 www.facebook.com/OhioHIVNeeds/

 [@Ohio_HIV_Needs](https://twitter.com/Ohio_HIV_Needs)

WHAT TO EXPECT

**Food and an hour of
conversation**

**\$25 gift card in
appreciation of your time**

QUESTIONS?

Contact Kelli Schoen

Call: (740) 593-2343

Text: (740) 855-1382

Email:

OhioHIVNeeds@ohio.edu

**Or check us out on social
media!**

FYI

**This research is being
carried out by Ohio
University, and is
sponsored by the Ohio
Department of Health.**

Confidentiality and Data Security for the Ohio HIV Needs Assessment, 2017-2020



RFP #: CSP904118

Ohio Department of Health IRB Protocol #: 2018-22

ODH Contact: Dr. Richard Mukisa
HIV Care Services Section
Richard.Mukisa@odh.gov

Ohio University Contact: Kelli Coughlin Schoen
OU Voinovich School
schoenk@ohio.edu
(740) 593-4351

The researchers carrying out the Ohio HIV Needs Assessment have extensive experience working with vulnerable populations and sensitive data. We have put a variety of mechanisms in place to protect your identity if you choose to participate in the Ohio HIV Needs Assessment. Additionally, the Ohio Department of Health Institutional Review Board, which is charged with ensuring that research participants' rights and privacy are protected, has reviewed and approved this project.

This document provides the answer to questions you might have about this project and your privacy.

Will my name be on paperwork submitted to Ohio University?

No. Researchers will not release identifying information about any research participants. Participants will sign for their gift cards, and this signature sheet will be kept in a locked cabinet behind a locked door. This sheet will be accessible only to the primary investigator (Lesli Johnson) and project manager (Kelli Coughlin Schoen), both of whom have current Collaborative Institutional Training Initiative certification in research ethics and compliance. This signature sheet will be destroyed after the completion of the project. When paperwork is submitted to the university to account for the gift card purchases, code numbers will be assigned to participants. Participant names will not be included on any paperwork submitted to the university.

Will my name be on the recording of the focus group or the transcript of the recording?

No. During the focus group, participants will be encouraged to avoid using names, or to use a different name than their own. The transcription of the recording will omit any identifying information that may be inadvertently included by participants during the conversation. The recording of the focus group will

be stored on a secure drive that utilizes Sonicwall Firewall Professional and Microsoft Active Directory to prevent unauthorized access to data. Only assigned project staff members who have signed a confidentiality agreement including awareness of secure data management protocols are granted access. Secure data files are encrypted with industry standard PGP Software using a 256 bit key algorithm. Recordings will be erased upon completion of the project.

Will my name be on the questionnaire I fill out?

No. The questionnaire that will be filled out at the beginning of the focus group will be anonymous. All questionnaire data will be stored on the same secure drive as the focus group recordings. The questionnaire will not include any identifiable information.

Will people be able to identify me based on the information reported for my county?

No. Researchers will report out information by Ryan White region, not by individual county. If not enough counties in a region participate, researchers will combine Ryan White regions for reporting purposes so that no one's identity can be determined from the information in the report.

Will anyone from the focus group reveal my HIV status?

Participation in the focus group is confidential. Researchers will not reveal anyone's HIV status to others. Participants in the focus group will be asked to respect this confidentiality and not reveal anyone else's HIV status to others, but researchers cannot guarantee this.

If I feel uncomfortable during the focus group, may I leave?

Yes, it is your right as a research participant to end your participation at any time. There will be no penalty for ending your participation.

Questions?

If you have any questions, please call Kelli Coughlin Schoen at (740) 593-2314 or email her at schoenk@ohio.edu.



OHIO
UNIVERSITY

Voinovich School of
Leadership and Public Affairs