

Privacy Notice



Edinburgh Napier
UNIVERSITY

Name of Research Project: Developing a compassionate support service for bereaved parents. A qualitative Interpretive Phenomenological Analysis (IPA) inquiry into parents' experience of late miscarriage.

Description of Project:

To explore the experience of support for women who have suffered a late miscarriage.

Data Controller	Edinburgh Napier University
Purposes for collection/processing	To investigate the lived experience of support for women who suffered the loss of a baby between 14+0 and 23+6 weeks gestation, also defined as late miscarriage.
Legal basis	<p>Art 6(1) (e), performance of a task in the public interest/exercise of official duty vested in the Controller by Statutory Instrument No. 557 (S76) of 1993 as amended, e.g. for education and research purposes.</p> <p>Where sensitive personal data is being processed the additional bases from Article 9 is: Art 9(2)(j) for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes.</p> <p>Interview data may contain sensitive personal health information. These data will not be used for any reason other than the research study.</p>
Whose information is being collected	Women aged 20 years or more, who can speak and read English fluently. Women who lost their babies between 14+0 and 23+6 weeks of gestation, not longer than six months ago.
What type/classes/fields of information are collected	<p>Qualitative information will be collected during face-to-face semi-structured interviews.</p> <p>In phase of recruitment a Microsoft Forms Eligibility form will be accessible to potential participants to assess their suitability to participate to the study. Individuals who do not meet the eligibility criteria will be unable to submit such form therefore no information will be obtained from non eligible individuals.</p> <p>Additional necessary information will also be collected in emails, following initial contact with potential eligible participants. We would ask that participants at this stage please try to minimise any sharing of personal, and especially sensitive personal, data.</p> <p>Prior to collecting additional sensitive data from eligible participants a consent form will be discussed and signed by both the participant and the researcher.</p>
Who is the information being collected from	From the data subject
How is the information being collected	The information is being collected via audio-recorded qualitative interviews.

Is personal data shared with externally	No. The data will be shared only within the research team.
How secure is the information	<p>For services provided locally by Information Services, information is stored on servers located in secure University datacentres. These datacentres are resilient and feature access controls, environmental monitoring, backup power supplies and redundant hardware. Information on these servers is backed up regularly. The University has various data protection and information security policies and procedures to ensure that appropriate organisational and technical measures are in place to protect the privacy of your personal data. The University makes use of a number of third party, including "cloud", services for information storage and processing. Through procurement and contract management procedures the University ensures that these services have appropriate organisational and technical measures to comply with data protection legislation. The University is Cyber Essentials Plus accredited.</p>
Who keeps the information updated	The researcher.
How long is the information kept for	<p>All hard copies of consent forms, field notes and audio data will be securely destroyed once electronic versions have been created.</p> <p>Personal data in transcripts will be removed via anonymisation prior to data analysis.</p> <p>Recruitment-related emails will be deleted promptly where individuals do not go on to participate in the study. Where individuals do participate, we may retain emails until the end of the study (this would permit any necessary follow-up and would also enable us to share anonymised research findings with participants).</p> <p>At the end of the research, anonymised data will be kept securely for ten years and then will be destroyed as per Edinburgh Napier University guidance on the safe disposal of confidential waste. All electronic files containing data will be deleted from the secure university server where the data is held.</p> <p>Personal data (e.g. digital consent forms) will be stored for 6 years.</p> <p>Personal data storage, retention and destruction will comply with GDPR regulations.</p>
Will the data be used for any automated decision making	No
Is information transferred to a third country? Outside the EEA and not included in the adequate countries list.	No
<p>Information on subject rights and data protection queries: https://staff.napier.ac.uk/services/governance-compliance/governance/DataProtection/Pages/DPPinciples.aspx</p>	