Plan Overview

A Data Management Plan created using DMPonline

Title: Self-Injury in young Bisexual people: a Longitudinal investigation (SIBL)

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Affiliation: University of Manchester

Template: University of Manchester Generic Template

Project abstract:

Research suggests that self-injury is more prevalent among adolescents and young adults, particularly those who identify as lesbian, gay or bisexual. Historically, there has been an absence of research comparing the mental health of individual identities within the LGB community. In recent years it has been found that bisexual individuals are at a higher risk of poor mental health compared to heterosexual and lesbian/gay individuals, including self-injury. Based on previous findings with LGB people, this study will look at whether there is any link between certain psychological processes and urges to self-injure for young bisexual people. Specifically, the study will investigate: self-esteem (how you feel about yourself), 'thwarted belonging' (feelings of not belonging), rumination (a kind of unhelpful overthinking) and biphobia (unfair/discriminatory treatment to bisexual people). Past research and theory suggests that these are all factors that are associated with the mental health of LGB people. Therefore, these factors will be investigated to see if they help to account for the risk of self-injury in young bisexual people.

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Self-Injury in young Bisexual people: a Longitudinal investigation (SIBL)

Manchester Data Management Outline

1. Will this project be reviewed by any of the following bodies (please select all that apply)?

- Ethics

2. Is The University of Manchester collaborating with other institutions on this project?

- No - only institution involved

3. What data will you use in this project (please select all that apply)?

- Acquire new data

4. Where will the data be stored and backed-up during the project lifetime?

- University of Manchester Research Data Storage Service (Isilon)

University of Manchester Research Data Storage will be used for the storage of study data during the lifetime of the project.

5. If you will be using Research Data Storage, how much storage will you require?

- < 1 TB

6. Are you going to be working with a 3rd party data provider?

- Yes

The research will use the 'Meerkat' text message system to send text message reminders to participants. The information governance department have confirmed that this has been reviewed and is approved for use b
Phone numbers will be removed from this once participants have completed or withdrawn from the study.

7. How long do you intend to keep your data for after the end of your project (in years)?

- 5 - 10 years

Questions about personal information

Personal information, also known as personal data, relates to identifiable living individuals. Special category personal data is more sensitive information such as medical records, ethnic background, religious beliefs, political opinions, sexual orientation and criminal convictions or offences information. If you are not using personal data then you can skip the rest of this section.

Please note that in line with data protection law (the General Data Protection Regulation and Data Protection Act 2018), personal information should only be stored in an identifiable form for as long as is necessary for the project; it should be pseudonymised (partially de-identified) and/or anonymised (completely de—identified) as soon as practically possible. You must obtain the appropriate ethical approval in order to use identifiable personal data.

8. What type of personal information will you be processing (please select all that apply)?

- Personal information, including signed consent forms
- Special categories and criminal convictions

Study related data (questionnaire responses) and personal data (contact details) will be kept in separate electronic databases (password-protected) but linked via a participant identification number (PIN). This link will be needed in order to identify a participant should they win a prize draw or request to receive a summary of the study findings. If a participant does not want to be entered into the prize draws or receive a summary of the findings, their PIN will be destroyed once they complete or withdraw from the study. Thus, breaking the link between study data and personal (identifiable) data. Personal (identifiable) data would then be destroyed.

For participants who want to be entered into the prize draws, contact details will be kept in a secure, password-protected electronic database. These contact details will be destroyed once the prize draws have taken place (by January 2021).

For participants who want to receive a summary of the findings, contact details will be kept in a secure, password-protected electronic database. It will be not be possible at this stage to link a participant to their responses during the study. These contact details will be destroyed once participants have been sent the requested summary of findings, following the end of the study (by October 2021).

Completed electronic consent forms will be retained for 5 years following the completion of the study for audit purposes. It will be not be possible at this stage to link these to responses or data generated during the study. Consent forms will be destroyed following this 5 year period.

A subset of participants will be invited to take part in a qualitative interview, which will be undertaken via telephone or video call platform like Zoom. These interviews will be audio recorded. Audio recordings will be immediately transferred to the secure University of Manchester drive following interviews, and the original audio file wiped for the recording device. Audio files will be used to produce a written anonymous transcript. At this stage the original audio recording will be deleted. Transcription will be done on a University of Manchester computer and transcripts will be stored on a University secure drive for at least ten years.

9. Please briefly outline how you plan to store, protect and ensure confidentiality of the participants' information.

All data will be stored on secure, password protected University Research Data Storage and destroyed upon completion of the project. Consent forms will be kept for 5 years but it will not be possible to link these to participant study data. Personal data will not be shared outside of the research team.

10. If you are storing personal information (including contact details) will you need to keep it beyond the end of the project?

- No

11. Will the participants' information (personal and/or sensitive) be shared with or accessed by anyone outside of the University of Manchester?

- No

12. If you will be sharing personal information outside of the University of Manchester will the individual or organisation you are sharing with be outside the EEA?

- Not applicable

13. Are you planning to use the personal information for future purposes such as research?

- No

14. Who will act as the data custodian for this study, and so be responsible for the information involved?

The Principal Investigator, Dr Peter Taylor

15. Please provide the date on which this plan was last reviewed (dd/mm/yyyy).

2020-04-29

Project details

What is the purpose of your research project?

Research suggests that self-injury is more prevalent among adolescents and young adults, particularly those who identify as lesbian, gay or bisexual.
Historically, there has been an absence of research comparing the mental health of individual identities within the LGB community. In recent years it has been found that bisexual individuals are at a higher risk of poor mental health compared to heterosexual and lesbian/gay individuals, including self-injury.
Based on previous findings with LGB people, this study will look at whether there is any link between certain psychological processes and urges to self-injure for young bisexual people. Specifically, the study will investigate: self-esteem (how you feel about yourself), 'thwarted belonging' (feelings of not belonging), rumination (a kind of unhelpful overthinking) and biphobia (unfair/discriminatory treatment to bisexual people). Past research and theory suggests that these are all factors that are associated with the mental health of LGB people. Therefore, these factors will be investigated to see if they help to account for the risk of self-injury in young bisexual people.

What policies and guidelines on data management, data sharing, and data security are relevant to your research project?

The research project will follow The University of Manchester's Research Data Management Policy found here: http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=33802

Responsibilities and Resources

Who will be responsible for data management?

The Principal Investigator Dr Peter Taylor will be responsible for ensuring the data management plan is followed and reviewed when necessary.

What resources will you require to deliver your plan?

No additional resources are required outside of the research team.

Data Collection

What data will you collect or create?

The research will collect quantitative data in the form of participant's responses to questionnaires. This data will be stored as datasets on Stata version 14. Qualitative interview data will be collected as well. This will originally be stored as audio recordings, and used to generate written anonymous transcripts, which will be saved in a Microsoft Word format.

How will the data be collected or created?

Data will be collected through online surveys.
The survey system complies with University regulations, is secure and password protected. Participants will not be required to enter any personally identifiable information. A unique ID code will instead be entered to distinquish between participants. Data will be cached by the survey. This will be downloaded by the research team upon a participant's completion of or withdrawal from the study, at which point their data on the survey will be destroyed. No trace of this data remains on the survey system following deletion.
The link to the survey will be sent to each participant via email/text message.
A subset of participants will be invited to take part in a qualitative interview, which will be undertaken via telephone or video call platform like Zoom. These interviews will be audio recorded. Audio recordings will be immediately transferred to the secure University of Manchester drive following interviews, and the original audio file wiped for the recording device. Audio files will be used to produce a written anonymous transcript. At this stage the original audio recording will be deleted. Transcription will be done on a UNiversity of Manchester computer and transcripts will be stored on a University secure drive for at least ten years.

Documentation and Metadata

What documentation and metadata will accompany the data?

There are no plans to share the data generated from this research with others outside of the research team.

Ethics and Legal Compliance

How will you manage any ethical issues?

Ethical approval will be sought from the University of Manchester UREC review prior to the research taking place. The will include the plan for data management and storage.
Any change in the data management plan would require amendment to the ethics application, which would need to be approved before any changes were implemented.

How will you manage copyright and Intellectual Property Rights (IPR) issues?

No copyright or IPR issues are expected to arise in this research.

Storage and backup

How will the data be stored and backed up?

Electronic data will be stored via University Research Data Storage. This drive will be password protected and backed-up.

How will you manage access and security?

During the study, electronic data will be stored via University of Manchester Research Data Storage. This drive will be password protected and backed-up. Personal data will be stored in encrypted, password protected formats.
Participants will complete surveys through University of Manchester approved online survey platforms using an personal ID number and password, that only they will be aware of. Therefore, anyone else clicking the link would not be able to complete the survey for them. All data entered would only be identifiable to the research team, who will be able to link the number to the participant.
Audio recordings will be immediately transferred to the secure, password protected University of Manchester drive following interviews, and the original audio file wiped for the recording device. Audio files will be used to produce a written anonymous transcript. At this stage the original audio recording will be deleted. Transcription will be done on a University of Manchester computer and transcripts will be stored on a University secure drive for at least ten years.

Selection and Preservation

Which data should be retained, shared, and/or preserved?

Anonymised electronic datasets and transcripts will be stored for at least 10 years following the completion of the project on a University of Manchester Research Data Storage. Consent forms will be stored in an encrypted, password-protected format for 5 years following the end of the study. It will not be possible to link consent forms to other data generated during the course of the research.

What is the long-term preservation plan for the dataset?

Anonymised electronic datasets and transcripts will be stored for at least 10 years following the completion of the project on a University of Manchester Research Data Storage.

Data Sharing

How will you share the data?

There are no plans to share the data to individuals outside of the research team.

Are any restrictions on data sharing required?

There are no plans to share the data to individuals outside of the research team.