The University of New Mexico Health Sciences Center
Consent to Participate in Research

UNM Health Sciences Center Pilot Advancing Institutional Mentorship Excellence (AIME) Program -Mentee Form

9/25/2014

Introduction

You are being asked to participate in a research study led by Valerie Romero-Leggott MD, Principal Investigator, and associate researchers, from the Office for Diversity. This research is studying mentoring of junior faculty of color.

PI Dr. Valerie Romero-Leggott and her associates have done preliminary research here at UNM HSC through surveys and Focus groups of faculty of color (FC) and found that there are specific needs of FC that are not being met through the current HSC mentoring programs. This research project is innovative in that it will assess mentoring of FC at UNM HSC from the perspective of junior faculty of color as mentees and senior faculty as mentors using a specific mentoring format. The mentoring program will include educational material on the psychosocial dimensions of academic life including diversity and professional development topics, surveys, Focus groups, and frequent mentoring experiences over 10 months and combine web based applications with direct face to face services. The utility of the web based application, Insala, will also be assessed for its usefulness in an academic mentoring program.

You are being asked to participate in this study because you are a junior faculty member of color. Up to 80 faculty (20 mentees and 60 mentors) will take part in this study at the University of New Mexico HSC.

This form will explain the research study, and will also explain the possible risks as well as the possible benefits to you. If you have any questions, please contact the principal investigator, , Valerie Romero-Leggott, MD (vromero@salud.unm.edu or 272-2728), Brian K. Gibbs, PhD, (BKGibbs@salud.unm.edu, or 272-2728), or staff, Crystal Romney (cromney@salud.unm.edu 272-2437).

What will happen if I decide to participate?

If you agree to participate, the following things will happen:

If you agree to be in this study you will asked to sign this Consent Form. After you sign the consent form, you will be enrolled in the mentoring pilot program and asked to do the following activities over the ten-month program. You will be asked to engage in mentoring with a panel of up to 3 mentors. To facilitate the selection of mentors, you will be required to complete a survey on the INSALA online mentoring system web page. As part of the educational element of the

program, you will be required to attend a day-long orientation and an educational seminar and four lunches of up to 2 hours to discuss best mentoring practices, concerns, and such culturally linked issues as unconscious bias. The direct mentoring process requires a minimum of one monthly meeting with a mentor for 10 months and quarterly meetings with your mentoring team to go over your goals and mentoring plan. As part of the evaluation process, you will be asked to complete a pre and post survey and enter monthly observations of your experience into the secure online system. You will also be asked to attend a Focus group led by one of the associated researchers. At the end of the 10 months of formal mentoring, you may be contacted by the researchers for follow-up questions.

If you agree to participate in the study, you are agreeing to take part in each and all of these activities.

How long will I be in this study?

Participation in this study will take approximately 45-60 hours over a period of 10 months.

What are the risks or side effects of being in this study?

It is expected that junior faculty have access to quality mentoring at UNM-HSC. Given that there is an evaluation component and inclusion of a panel of mentors for each mentee, there is some risk for personal discomfort, inconvenience, or awkwardness in the evaluation or mentoring process. Specifically, there are risks of stress, emotional distress, inconvenience, and possible though unlikely loss of privacy and confidentiality associated with participating in a research study. Mentors can choose to limit personal self-disclosure at any time and during any activity associated with the mentoring pilot. Mentors should also be aware that there may be some concern on the part of the mentee that their participation in the program may affect their future career trajectory.

For more information about risks and/or side effects, please contact the principal investigator , Valerie Romero-Leggott, MD (vromero@salud.unm.edu or 272-2728), Brian K. Gibbs, PhD, (BKGibbs@salud.unm.edu, or 272-2728), or staff, Crystal Romney (cromney@salud.unm.edu 272-2437).

What are the benefits to being in this study?

There are no benefits to the individual to participate in the research study. Possible benefits to participation in this program include increased professional success and development, increased sense of self-efficacy, increased professional and collegial networking, increased sense of knowledge and skills after training and personal and job satisfaction. The opportunity to express any concerns in a secure and supportive environment should be conducive to frank exchanges and narratives. Reducing a sense of isolation by encountering other, similarly-situated, faculty thereby is also an anticipated benefit of participation. Other possible benefits are improved institutional climate and culture of mentoring across UNM HSC and improved institutional capacity for cross-

cultural and intergenerational (junior versus senior faculty mentors) communication and collaboration.

What other choices do I have if I do not want to be in this study?

You have the option of making use of other HSC mentoring resources

How will my information be kept confidential?

We will take measures to protect the security of all your personal information, but we cannot absolutely guarantee confidentiality of all study data.

Information contained in your study records is to be used by study staff. The University of New Mexico Health Sciences Center Human Research Review Committee (HRRC) that oversees human subject research, and the Food and Drug Administration and/or other entities which may be permitted to access your records. There may be times when we are required by law to share your information limitedly. However, your name will not be used in any published reports about this study. A copy of this consent form will be kept in a data file.

Information gathered from surveys, journal entries, Focus group participation, and mentee as well as mentor evaluations of the mentoring relationship, along with the overall program evaluation, will be stripped of any identifiers, have a study number attached to it in each instance, and kept secure.

Confidentiality of data gathered through sound-recording devices. Confidentiality will be maintained in the following manner. All focus group sessions will be tape-recorded, and the tapes will be transcribed to electronic (MS Word) and hard copy typed data. No identifying information will be included in the audio recordings. After transcription is completed, the project's evaluator (who will act as focus group moderator and facilitator) will add general profile information about participants' HSC divisional affiliations, type of appointment, racial/ethnic self-identification, gender, and rank category (senior tenured, junior untenured, for example). No other identifying information will be included in the written transcriptions.

What are the costs of taking part in this study?

There are no costs for taking part in this study.

Will I be paid for taking part in this study?

There is no monetary compensation associated with this study.

Can I stop being in the study once I begin?

Participation in this mentorship program is completely voluntary; however, if the participant does not agree to participate in the research associated with this mentorship program they will also

have to withdraw from the program. If a participant withdraws from the program at any point, we will request an exit interview to assess the reasons.

Your participation in this study is completely voluntary. You have the right to choose not to participate or to withdraw your participation at any point in this study without affecting other services to which you are entitled.

The principal investigator may withdraw a participant from the study without her/his consent if the participant refuses to participate in all activities or if other concerns arise that would affect the study. Anyone leaving the project will be asked to take part in a brief exit interview.

Whom can I call with questions or complaints about this study?

If you have any questions, concerns or complaints at any time about the research study, Valerie Romero-Leggott MD or her research associates will be glad to answer them at (505) 272-2728.

If you need to contact someone after business hours or on weekends, please e-mail vromero@salud.unm.edu, or cromney@salud.unm.edu.

If you would like to speak with someone other than the research team, you may call the UNMHSC HRRC at (505) 272-1129.

Whom can I call with questions about my rights as a research participant?

If you have questions regarding your rights as a research participant, you may call the UNMHSC HRRC at (505) 272-1129. The HRRC is a group of people from UNM and the community which provides independent oversight of safety and ethical issues related to research involving human participants. For more information, you may also access the HRRC website at http://hsc.unm.edu/som/research/hrrc/.

CONSENT

You are making a decision whether to participate in this study. Your signature below indicates that you read the information provided (or the information was read to you). By signing this consent form, you are not waiving any of your legal rights as a research participant.

I have had an opportunity to ask questions and all questions have been answered to my satisfaction. By signing this consent form, I agree to participate in this study. A copy of this consent form will be provided to you.

_____

Name of Adult Subject (pint)

_____ _____

Signature of Adult Subject Date

Department Chair's Signature

I have had an opportunity to ask questions and all questions have been answered to my satisfaction. By signing this consent form, I agree to the above faculty member's participation in this study.

_____

Name of Chair (print)

_____ _____

(Signature of Chair Date

INVESTIGATOR SIGNATURE

I have explained the research to the participant and answered all of his/her questions. I believe that he/she understands the information described in this consent form and freely consents to participate.

_____

Name of Investigator/ Research Team Member (type or print)

_____ _____

(Signature of Investigator/ Research Team Member) Date