**How will we use information about you?**

We will need to use information from you and, if you are a healthcare worker study participant, your occupational health records for this research project. This information will include your:

* Initials
* Name
* DOB (month and year only)
* Contact details

People will use this information to do the research or to check your records to make sure that the research is being done properly. People who do not need to know who you are will not be able to see your name or contact details. Your data will have a code number instead. We will keep all information about you safe and secure.

Once we have finished the study, we will keep some of the data so we can check the results. We will write our reports in a way that no-one can work out that you took part in the study.

**What are your choices about how your information is used?**

You can stop being part of the study at any time, without giving a reason, but we will keep information about you that we already have, unless you request otherwise where there is the option to request your data is withdrawn within 2 weeks of taking part.

For healthcare worker study participants who choose to stop taking part in the study, we would like to continue collecting information about your antigen/antibody test results from your occupational health records. If you do not want this to happen, tell us and we will stop.

We need to manage your records in specific ways for the research to be reliable. This means that we won’t be able to let you see or change the data we hold about you.

If you agree to take part in this study, you will have the option to take part in future research using your data saved from this study.

**Where can you find out more about how your information is used?**

You can find out more about how we use your information

* at [www.hra.nhs.uk/information-about-patients/](https://www.hra.nhs.uk/information-about-patients/)
* our leaflet available from [www.birmingham.ac.uk/COPE-study](http://www.birmingham.ac.uk/COPE-study)
* by asking one of the research team
* by sending an email to cope-wm@contact.bham.ac.uk, or
* by ringing us on 0121 414 3151
* By sending an email to dataprotection@contacts.bham.ac.uk

More detail on how we use your information can be found at: [**www.hra.nhs.uk/patientdataandresearch**](http://www.hra.nhs.uk/patientdataandresearch)