**PARTICIPANT CONSENT INFORMATION NEWCASTLE 2016**

**This is a copy of the information that we gave you prior to you giving us your consent to complete the survey. You can keep this copy.**

We are volunteers from some local community organisations. We would like to talk to you about your housing needs and whether you also need other help or support services.

If you are happy to talk to us, we will ask you some questions. It will take approximately 10-15 minutes. The questions are about your health and housing. We will also ask you for your Centrelink Reference Number.

We will give you $15 at the end of the interview to thank you for your time.

The reason why we want to ask you these questions is to better understand your needs and try to help you. We also want to use information that doesn’t personally identify you to better advocate for more housing and services in this area.

Some of the questions we ask you might make you feel a bit upset or uncomfortable. If you want to stop the interview at any time, please feel free to ask the interviewer for a break.

Also, if you feel uncomfortable about some of the questions, and you don’t want to answer them, just tell the interviewer that you would like to skip those questions. You do not have to answer any questions that you feel uncomfortable about.

If it’s OK, we would also like to take a photo of you to help services who might be able to help you to identify you at a later date. If you don’t want the photo to be taken, that is OK. We can still do the interview without the photo.

If you decide to participate in this interview, you will be giving permission to St Vincent DePaul Newcastle, Mercy Foundation and Micah Projects to see your answers.

All of the information you tell us during this interview will be stored securely. We will share this information with outreach workers and case managers, who might then be able to follow up with you about services that may be able to assist you.

All of your information will be kept secure and anyone who sees it is not allowed to share your information with anyone else without your permission.

We won’t be giving any of your personal information that you share with us to anyone who could use it against you. However, you need to know that there is a law in NSW that means that if you tell us (or any other service or person) about any criminal activity that you have been involved in or plan to be involved in, the police are allowed to ask us for that information, so it is best that you don’t tell us anything about those sort of things.

Also, as we said, you can skip any questions that you do not want to answer. You can also end the interview at any time. You can also choose not to have your photo taken. No one will be upset with you if you decide this is what you want.

If you decide later on that you want your information removed from the database, you can request for this to happen at any time. No one will be upset with you if you decide to do this.

No one will be upset or angry if you decide not to be interviewed, or if you decide you want to stop the interview.

If you have any questions about the interview or about how the information is going to be used, or how it will be stored securely or you have any concerns or complaints about this interview you can contact Michael Fitzpatrick at the Matthew Talbot Homeless Service at Wickham on 4961 1411

Any complaint you make will be investigated promptly and you will be informed of the outcome.

**Please sign on the copy of this information that we will keep if you agree to being interviewed.**