
Plan Overview

A Data Management Plan created using DMPTuuli

Title: PRAGRESS Preventing and confronting aggressive behavior of elderly in Long Term Care

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Template: General Finnish DMP template

Project abstract:

Background: Formal and informal caregivers are frequently exposed to violent behavior by elderly in long term care and in home settings. However, caregiver's experiences of violence have been mostly neglected. The caregivers need more skills, understanding and adequate knowledge to manage aggressive behavior of elderly in care situations. Aim: The project's main objectives are: 1. to Raise awareness of the problem of aggressive behavior towards formal and informal caregivers working with older care recipients. 2. Development of a skills training program to manage aggressive behavior by care recipients for formal and informal caregivers. 3. Improve quality of life of care recipients; strengthen resilience and empowerment in caregivers. Methods: The project includes four activities, of which the first is Baseline study of critical parameters that shape the overall context and nurture the phenomenon of challenging behaviour of elderly towards caregivers in home and community care. The DMP is related to this first activity which produces qualitative interview data.

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PRAGRESS Preventing and confronting aggressive behavior of elderly in Long Term Care

1. General description of the data

1.1 What kinds of data is your research based on? What data will be collected, produced or reused? What file formats will the data be in? Additionally, give a rough estimate of the size of the data produced/collected.

- Types of data collected for this project: in this project qualitative interview data is collected. The audiotaped data is transcribed to text format. In addition, demographic data on interviewees is collected.
- The collected data will be in .docx-format.
- The size of the data will be approximately less than 1 GB

1.2 How will the consistency and quality of data be controlled?

Consistency and quality of the data collected is ensured by previously agreed-upon interview guidelines and methodological plan.

Data collection methods:

- Semistructured interviews: the quality of interview themes/ questions may affect the quality of data obtained. How to minimize risks: the interview themes were discussed in research team.

Data analysis methods:

- data will be analyzed using deductive content analysis. Quality problems may emerge if partner organizations have different understanding about the analysis method. How to minimize risks: the analysis process was discussed in research group and analysis frame was developed in co-operation with partners.

Transcribed data will be checked by second person who has not been involved in data collection or transcription of interviews. This procedure enhances the quality of data.

Taperecorder will be tested before interviews in order to ensure high quality of audiotapes and to avoid any loss of data due to bad audio quality.

Issues related to data consistency and quality are discussed in project meetings. This will ensure high quality data and minimize risks related to data accuracy.

2. Ethical and legal compliance

2.1 What legal issues are related to your data management? (For example, GDPR and other legislation affecting data processing.)

Relevant legislation related to data processing: GDPR, Laki lääketieteellisestä tutkimuksesta, Henkilötietolaki, Etene and TENK- guidelines

In handling personal and sensitive information to protect privacy: we will anonymize data by coding each interviewee systematically. This has been discussed in project team.

How will you remove personal information from your data before sharing data? We will delete all information which would potentially reveal sensitive information and decrease privacy (i.e. such information by means of interviewees could be identified)

Personal data to be collected includes: age, sex, nationality/ethnicity, type of caregiver, years of working as caregiver, employment status.

2.2 How will you manage the rights of the data you use, produce and share?

Data Rights Management are described in partner contract, and participant information package, including

- Participant information PRAGRESS semi-structured interview
- Participant information
- Declaration of Consent
- Interview guideline

The rights of use and distribution related to research data is agreed in consortium meetings.

Confidentiality is related to privacy and how to guarantee anonymity. In this research, anonymity is ensured by giving code number to each interviewee. In addition, only members of research team have access to the data. Interviews are audiotaped and transcribed - no names of the

interviewee are mentioned in the tapes.

3. Documentation and metadata

3.1 How will you document your data in order to make it findable, accessible, interoperable and re-usable for you and others? What kind of metadata standards, README files or other documentation will you use to help others to understand and use your data?

Interviewees' personal data is anonymized by code, so that only anonymized interview data will be shared with partners. In case an interviewee withdraws, all data related to the participant code will be destroyed. (After ten years, all project interview data will be destroyed.)

4. Storage and backup during the research project

4.1 Where will your data be stored, and how will it be backed up?

Analyses of anonymized interview data will be transferred, stored and backed up via DHBW Stuttgart SharePoint; a web site that is only accessible to project members.

4.2 Who will be responsible for controlling access to your data, and how will secured access be controlled?

Project partners/researchers in Germany (HAW) and TUAS researchers have access to our data. They are authorized to continue the data analysis. How to ensure safe transfer of data to project partner (HAW)? interview data will be transferred and stored via DHBW Stuttgart SharePoint; a web site that is only accessible to project members.

5. Opening, publishing and archiving the data after the research project

5.1 What part of the data can be made openly available or published? Where and when will the data, or its metadata, be made available?

Only anonymized metadata can be shared and published.

5.2 Where will data with long-term value be archived, and for how long?

The data collected will be archived in 10 years time in DHBW Stuttgart's database.

6. Data management responsibilities and resources

6.1 Who (for example role, position, and institution) will be responsible for data management (i.e., the data steward)?

Individual project partners are responsible for storing original interview data, project management at DHBW Stuttgart (contractor/ coordinator) is in charge of metadata management. Each project partner is responsible for data collection, data quality, storage and back up and data archiving in respective countries.

Johanna Berg and Mari Lahti are responsible for data collection, data quality, storage and back up and data archiving in Finland. Berg and Lahti are responsible for implementing the DMP and for ensuring it is reviewed, and if necessary, revised.

6.2 What resources will be required for your data management procedures to ensure that the data can be opened and preserved according to FAIR principles (Findable, Accessible, Interoperable, Re-usable)?

Resources required are as follows:

Data management costst: Costs for data preserving, sharing/ delivery.

Staff time.