
Exploring communication and correspondence between family caregivers and healthcare providers within long-term care: An integrative review.

A Data Management Plan created using DMP Assistant

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Project abstract:

Long-term care (LTC) consists of a variety of services designed to meet the medical and non-medical needs of older adults with chronic illness or disability who can no longer care for themselves. Multiple health disciplines (e.g., nursing, physical therapy, recreation therapy, occupational therapy, etc.) practice to meet the complex needs of older adults living within LTC. Family involvement within a LTC setting has been shown to benefit residents in many ways and many family caregivers are often overlooked as a key member of a LTC resident's care team.

Many studies have highlighted shortcomings in communication as a common theme between family caregivers and healthcare providers within LTC. Improved correspondence between these groups is suggested to foster better care outcomes and quality of life for residents living within LTC. There are no previously published reviews which explore types of communication, correspondence and knowledge translation used between informal caregivers and health care providers within LTC. The purpose of this review is to identify, describe and synthesize published qualitative and quantitative research regarding the types of correspondence, communication and knowledge translation used between informal caregivers and health care providers within a long-term care setting.

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Exploring communication and correspondence between family caregivers and healthcare providers within long-term care: An integrative review.

Data Collection

What types of data will you collect, create, link to, acquire and/or record?

Seven research databases will be searched for articles relevant to the research question. Articles selected will be downloaded and all relevant textual information will be extracted.

What file formats will your data be collected in? Will these formats allow for data re-use, sharing and long-term access to the data?

Lists of possible articles will be downloaded and exported to Covidence in a "RIS" format.
Once screened, articles requiring a full text review will be downloaded and saved in a "PDF" format.
Data extracted from articles will be published to the final manuscript which will be made accessible long-term post publication.

What conventions and procedures will you use to structure, name and version-control your files to help you and others better understand how your data are organized?

When saving versions of each file, the date saved along with my initials will be included in the file name to ensure that I am aware of which version is the most current.

Documentation and Metadata

What documentation will be needed for the data to be read and interpreted correctly in the future?

The final manuscript will include a detailed background of the research topic along with rationale behind the purpose of the project. The research methods used including search strategy, article screening and data extraction will be described in full so that it could be replicated by another researcher with the same results. All tables and supporting figures will be accompanied by a textual description.

How will you make sure that documentation is created or captured consistently throughout your project?

To encourage triangulation, all potentially relevant articles will be screened twice (by the PI and student research assistant) to minimize the risk of articles being missed.
In the case of conflict (i.e.: PI thinks an article should be included and the student RA does not) the two researchers will resolve the issue via discussion and meet regularly to keep each other updated on progress.

If you are using a metadata standard and/or tools to document and describe your data, please list here.

A Word document will be used to extract all relevant information/data from the included articles. Information imported to this document will be converted to a table format for presentation in the final manuscript.

Storage and Backup

What are the anticipated storage requirements for your project, in terms of storage space (in megabytes, gigabytes, terabytes, etc.) and the length of time you will be storing it?

Selected articles (10-25 @ 2MB each) = 50MB
Data extraction documents = 5MB
Final manuscript including all relevant figures = 5MB
TOTAL = 60MB

All completed data will be saved and stored to an external hard drive and to Microsoft cloud software.

How and where will your data be stored and backed up during your research project?

Data to be stored on my personal computer (1), backed up to an external hard drive (2), and saved to the Microsoft cloud (3).

How will the research team and other collaborators access, modify, and contribute data throughout the project?

The student research assistant will be given access to Covidence software for article screening (linked to the PI's account). This can be done online via the creation of a personalized account that is password protected.
No other collaborators will require access to the data during this project.

Preservation

Where will you deposit your data for long-term preservation and access at the end of your research project?

The final manuscript (including all relevant data) will be submitted for publication to a peer reviewed scientific journal. Once published, the article will be open access and available online to anyone who wishes to view it, or use the findings to help shape their research project.

Indicate how you will ensure your data is preservation ready. Consider preservation-friendly file formats, ensuring file integrity, anonymization and de-identification, inclusion of supporting documentation.

The amount of data collected will be less than 100MB in total. Data will be zipped to minimize size and make for easier storage once project is fully completed.

Sharing and Reuse

What data will you be sharing and in what form? (e.g. raw, processed, analyzed, final).

Raw data

- * Number of articles retrieved
- * Number of articles accepted and rejected with reasoning
- * Quality assessment of each accepted article

Processed data

- * Extracted information for each article in a table format

No analyzed data

Final data

- * Manuscript

Have you considered what type of end-user license to include with your data?

Creative Commons license will be used.

What steps will be taken to help the research community know that your data exists?

Final manuscript will be submitted for publication to a peer reviewed journal article.
Results will be formally presented to McCormick Home administration.
Project findings will be presented during Fanshawe's Research and Innovation week.

Responsibilities and Resources

Identify who will be responsible for managing this project's data during and after the project and the major data management tasks for which they will be responsible.

The PI will be responsible for managing all project data.

How will responsibilities for managing data activities be handled if substantive changes happen in the personnel overseeing the project's data, including a change of Principal Investigator?

The PI is the sole individual responsible for overseeing this project. Should the PI be unable to perform his responsibilities, the project will be paused until the PI is able to resume duties.

What resources will you require to implement your data management plan? What do you estimate the overall cost for data management to be?

No cost for data management anticipated. Resources required are provided by Fanshawe College.

Ethics and Legal Compliance

If your research project includes sensitive data, how will you ensure that it is securely managed and accessible only to approved members of the project?

This project is an integrative review. No primary data will be collected. Only data from published peer reviewed journal articles will be collected.

If applicable, what strategies will you undertake to address secondary uses of sensitive data?

N/A

How will you manage legal, ethical, and intellectual property issues?

This is an integrative review project. Approval from ethics is not required. Upon completion of the manuscript, all papers and sources of information that I used will be properly sourced and referenced.