

Insert name of Principal Investigator
Insert address of PI [NHS Trust]

Dear Trust employee,

An invitation to take part in a research study about slip resistant footwear in the workplace – the SSHeW study

You may be aware that slips and falls in the work place are a common problem. [insert name of NHS trust] is working with the University of York and the Health and Safety Executive, to conduct a research study which aims to look at ways of reducing the number of slips and falls people have while they are at work.

[Insert name of NHS Trust] is sending this letter to their staff to find out who would be willing and suitable to take part in the study. Staff at the University of York or Health and Safety Executive do not have access to your name and address unless you fill in the enclosed consent form and questionnaire and return them to the University of York.

Before you decide whether or not to take part, you should understand why this study is being done and what it will involve. The enclosed information sheet gives details about it - please feel free to discuss it with others. It is up to you to decide whether or not to take part.

If you want to take part, please:

- fill in the consent form
- fill in the baseline questionnaire
- return both of these forms in the internal post in the envelope provided to the Research Team or give them to a member of the SSHeW (Stopping Slips among Healthcare Workers) research team.

If after reading this information sheet you have any questions, please contact [name of trial coordinator] at the University of York on [insert phone number]. If no-one is available, please leave a message and we will contact you as soon as possible.

Thank you for taking the time to read about the study.

Yours faithfully,

[insert name of PI]
Principal Investigator