Name

Address

Phone number

e-mail address

Date

Institutional Review Board Regis College

235 Wellesley Street

Weston, MA 02493

Dear Members of the Regis College Institutional Review Board,

Please find my completed application for my study, “Development of a Guide to Mothering after Prison”. I have included the following for your review:

* Completed Institutional Review Board application form signed by Dean or Advisor
* The completed training of “Protecting Human Rights” certificate
* A letter of support from the [name of state] Department of Correction **[or IRB approval letter]**
* Informed consent document for the mothers in prison
* Informed consent document for the administrators and experts in the parenting program at the prison
* Debriefing form
* Focus group/interview guide for the mothers in prison **[or instruments for quantitative studies]**
* Interview guide for the administrators and experts in the parenting program at the prison
* Demographic form for the mothers in prison
* Recruitment flyer
* Reference list

Thank you for your time and consideration of my study.

Margaret Oot Hayes, Ph.D., RN

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| **Initial IRB Application Form** | | | | | | | | | | | | |
| **Instructions:** Complete this form to request an **initial IRB review of research involving human participants**. The applications for study Renewal and Modification may be found on the IRB webpage at: <http://www.regiscollege.edu/about/irb-forms.cfm>. The checklist below is for general guidance to help researchers submit complete application materials and facilitate the review process. Incomplete or unreadable applications will **extend** the IRB review process. If you are collecting data at a hospital, please seek hospital IRB approval prior to Regis College IRB approval. Please submit an electronic application and all research materials (consent form, surveys, interview guides, etc.) to [irb@regiscollege.edu](mailto:irb@regiscollege.edu). | | | | | | | | | | | | |
| **A Complete Application Packet Should Include:**  A cover letter or memo that inventories all materials submitted  An electronic copy of the IRB Initial Application Form, research summary, and research instruments. Types of research instruments that should be attached include:  Recruitment materials: E-mails, letters, recruitment scripts, flyers, posters, brochures, etc.  Data collection materials: questionnaires, surveys, data collection forms, focus group scripts, interview scripts, etc.  Signature page with faculty advisor and student signatures  (Approval will be withheld without signatures.)  Copies of [IRB training certificates](https://phrp.nihtraining.com/users/login.php) **for all key research personnel who will interact with subjects or collect data**  **Consent forms(s)—You must use the Regis College IRB Informed Consent Template found on the Regis College IRB website** <http://www.regiscollege.edu/about/irb-forms.cfm> when creating your informed consent form(s).  Submit Informed Consent Form(s).  **If minors (under 18) will be research participants,** **you must create a Child Assent Form and a Debriefing Form using the templates found on the Regis College IRB website** <http://www.regiscollege.edu/about/irb-forms.cfm>  Submit Child Assent Forms.  Submit Debriefing Forms.  **Student Researchers:**  Faculty research advisor was consulted in the study design and has reviewed and signed the application.  **Research in Hospitals or HIPAA-Covered Entities**  Submit copies of the IRB approval letter and IRB approved consent form(s) from the participating institution(s).  **Research in Public Schools**:  Review Protection of Pupil Rights Amendment requirements at: http://www.ed.gov/policy/gen/guid/fpco/ppra/index.html  Submit copies of the permission letter to perform research from each school principal via fax or email.  Submit copies of IRB approval if the school has an IRB.  **Research at sites other than Regis College:**  Submit copies of the site permission letter to perform research from administrator via fax or email.  Submit copies of IRB approval if the site has an IRB.  **Federally funded research**:Wait until you have been funded before submitting an IRB Application.  Submit documentation of funding status with this protocol application.  Submit a complete copy of the federal grant/contract proposal including face page. | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
|  | | | | | | **Regis College Institutional Review Board**  **Office of Academic Affairs**  235 Wellesley Street  Weston, MA 02493-1571  (781) 768-7430 Fax: (781) 768-8687  E-mail: [irb@regiscollege.edu](mailto:irb@regiscollege.edu) | | | | | | | |
| Initial IRB Application Form  For Initial IRB Review Only | | | | | |
| **I. Study Title:**  (If funded, the study title must match the sponsored title.) | | Development of a Guide to Mothering after Prison | | | | | | | | | **Today’s Date:** 8/4/2015 | |
| **II. Principal Investigator Information** | | | | | | | | | | | | |
| A. Name of Principal Investigator | | | | Margaret Oot Hayes | | | | | | | | B. Are You? (Please check) |
| Faculty |
| C. Mailing Address: | | | | Home address | | | | | | | | Staff |
| Undergraduate Student |
| D. Department: | | | | Nursing | | | | | | | | Graduate Student |
| Postdoctoral fellow |
| E. E-mail address: | | | | margaret.oot-hayes@regiscollege.edu | | | | | | | | Other: |
| F. Primary Phone Number: | | | | XXX-XXX-XXXX | G. Alternate Phone: | | 781-768-7163 | | | | |  |
| H. Faculty Advisor’s Name: | | | | N/A | I. Faculty Advisor’s Phone: | | N/A | | | | |  |
| J. Faculty Advisor’s E-mail: | | | | N/A | | | | | | | | |
| **III. Funding** | | | | | | | | | | | | |
| A. **None (Go on to Section IV)**  Do you plan to apply for funding in the future?  Yes  No If yes, please explain:  B.  **University Funded:** List source: **Kaneb Grant**  C.  **External**\*: List source and grant number:  D.  **Federal\***: List agency, department, and sponsor’s award number:  \*Wait until you have been notified that your project will be funded before seeking IRB approval unless otherwise instructed by the funding source. If federal funding is involved, submit documentation of funding status with a complete copy of the funding proposal with this form.  E. Is Regis College the primary awardee for the grant?  Yes  No If no, please list primary awardee:  F. Are there subcontracts?  Yes  No If yes please list sub-contractors: | | | | | | | | | | | | |
| **IV. General Study Information** | | | | | | | | | | | | |
| A. Anticipated number of participants  Females: 18-24 Males:  B. Participant Ages (please check)  0-7 (written parental informed consent and oral child assent)  7-17 (written parental informed consent and child written assent)  18-65  65+ | | | | | | | | | C. Estimated Project Duration  \*Start Date:9/1/2015 End Date:6/1/2015  D. Why is this project being conducted?  Faculty/Staff Research  Undergraduate Coursework  Master’s Thesis  Doctoral Dissertation  Other:  \*Project cannot start without IRB approval. | | | |
| E. Will this study involve long-term follow-up with participants?  Yes  No If yes, please describe: | | | | | | | | | | | | |
| F. Special Study Populations (Check if applicable.)  Minors (under 18 years)  Pregnant women/fetuses or products of labor & delivery  Prisoners  Physically or mentally challenged  Diminished capacity for consent  Other: | | | | | | | | | | | | |
| **V. Research Risk** | | | | | | | | | | | | | |
| \*Research must present no more than minimal risk to human participants in order to qualify for expedited review. Minimal risk means that the “probability and magnitude of harm or discomfort anticipated in the research are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests.” ([45 CFR 46.102](http://www.hhs.gov/ohrp/humansubjects/guidance/45cfr46.html#46.102))  **A. Does the research propose greater than minimal risk to participants?**  **Yes\***  **No**  \*If yes, skip to part **C** of this section.  **B. Does the research include prisoners?  Yes\*  No**  \*If research includes prisoners, the application must be reviewed by the full IRB.  **C. Check all procedures that apply to the research:**  (1) Clinical studies of drugs and medical devices.  (2) Collection of blood samples by finger stick, heel stick, ear stick, or venipuncture.  (3) Prospective collection of biological specimens for research purposes by noninvasive means. Examples: hair and nail clippings; saliva; deciduous teeth at time of exfoliation or extracted during routine care; excreta and external secretions (including sweat); un-cannulated mucosal and skin cells collected by buccal scraping or swab, skin swab, or mouth washings; sputum collected after saline mist nebulization.  (4) Collection of data through noninvasive procedures routinely employed in clinical practice, excluding procedures involving x-rays or microwaves. Examples: physical sensors that are applied either to the surface of the body or at a distance and do not involve input of significant amounts of energy into the participant or an invasion of the participant’s privacy; weighing or testing sensory acuity; magnetic resonance imaging; electrocardiography, electroencephalography, thermography, detection of naturally occurring radioactivity, electroretinography, ultrasound, diagnostic infrared imaging, doppler blood flow, and echocardiography; moderate exercise, muscular strength testing, body composition assessment, and flexibility testing where appropriate given the age, weight, and health of the individual.  (5) Research involving materials (data, documents, records, or specimens) that have been collected, or will be collected, solely for non-research purposes (such as medical treatment or diagnosis).  (6) Collection of data from voice, video, digital, or image recordings made for research purposes.  (7) Research on individual or group characteristics or behavior (including, but not limited to, research on perception, cognition, motivation, identity, language, communication, cultural beliefs or practices, and social behavior) or research employing survey, interview, oral history, focus group, program evaluation, human factors evaluation, or quality assurance methodologies.  (8) Continuing review of research previously approved by the convened IRB as follows: (a) where (i) the research is permanently closed to the enrollment of new participants, (ii) all participants have completed all research-related interventions, and (iii) the research remains active only for long-term follow-up of participants; or (b) where no participants have been enrolled and no additional risks have been identified; or (c) where the remaining research activities are limited to data analysis.  None of the above categories apply.  For a comprehensive list of expedited categories see [**http://www.hhs.gov/ohrp/policy/expedited98.html**](http://www.hhs.gov/ohrp/policy/expedited98.html)  **D. Does this study involve any of the following?** (Check all that apply.)  Deception  Punishment  Use of drugs  Covert observation  Induction of mental and/or physical stress  Procedures which may risk physical/mental harm to the participant  Materials/issues commonly regarded as socially unacceptable  Information relating to sexual attitudes, sexual orientation, or practices  Information relating to the use of alcohol, drugs, or other addictive products  Procedures that might be regarded as an invasion of privacy  Information pertaining to illegal conduct  Genetic information that may be linked to a participant’s health status, such as genetic markers for cancer, heart disease, etc.  Information normally recorded in a patient's medical record, which if disclosed could reasonably lead to social stigmatization or discrimination  Information pertaining to an individual's psychological wellbeing or mental health  Information that if released could reasonably damage an individual's financial standing, employability, or reputation within the community  **Please provide details on all procedures checked above: How are they integral to the study?** | | | | | | | | | | | | | |
| **VI. Research Summary:** | | | | | | | | | | | | | |
| Please attach a brief research summary (2-3 pages maximum) using the topic headers **A-I** below. Please use simple language and avoid technical jargon. **Be sure to address each item**.  **Note:** Grant, thesis, dissertation or course work proposals may **not** be submitted in lieu of the Research Summary because traditional proposals do not include specific information on risks, benefits and detailed informed consent procedures. | | | | | | | | | | | | | |
| **A. Introduction and Background:**  1. State the problem and hypothesis.  Mothers being released from prison are unaware of the numerous difficulties related to reunification with their children that they may be faced with upon release from prison. In addition, they are oftentimes unaware of the resources available to assist them with this fragile transition.  2. Provide the scientific or scholarly literature for this study and background on the topic.  **Mothers in Prison**  Mothering is crucial for the normal growth and development of children. “Mothering, or maternal work, is considered the bedrock of our society, instilling social values in new generations of members” ([Larson, 2000, p.249](#_ENREF_38)). Unfortunately, recent trends in sentencing have led to the incarceration of alarmingly high numbers of mothers. The most recent available statistics indicate that nearly two-thirds of women in prison were mothers of dependent children ([Glaze & Maruschak, 2008](#_ENREF_25)). The majority (67%) of incarcerated mothers were living with their children prior to their incarceration ([Glaze & Maruschak, 2008](#_ENREF_25)) and 85% plan to live with their children upon their release ([Greenfield & Snell, 1999](#_ENREF_27)). One in 15 (6.7%) of black children had an incarcerated parent in 2007, followed by one in 42 (2.4%) Latino, and one in 111 (0.9%) white children as ethnic minorities are incarcerated at disproportionate rates ([Glaze & Maruschak, 2008](#_ENREF_25)).  Fifty-six percent of mothers had at least weekly contact with their children since their incarceration and were more likely to participate in parenting classes (29.7%) than their male counterparts (12.1%). Most mothers in prison are usually not incarcerated for crimes related to their parenting. Most of these women are incarcerated for drugs (63%) or drug-related crimes such as property (65%) and public-order (65%) offenses ([Glaze & Maruschak, 2008](#_ENREF_25); [Wright & Seymour, 2000](#_ENREF_60)). The majority of mothers in prison have mental health problems (73%) and substance dependence/abuse problems. Sixty-four percent of mothers who lived with their dependent children prior to incarceration and 82% of mothers who did not live with their children had a substance abuse problem. Forty-six percent of mothers in prison participated in substance abuse treatment or programs and 52.4% mental health treatment or programs during their incarceration ([Glaze & Maruschak, 2008](#_ENREF_25)).  **Maternal Reunification after Incarceration**  Research conducted on mothering after prison has been qualitative in nature or was focused on the correlation between prison nursery programs and post-release custody. Two studies based on administrative records have been reported by two states with prison nurseries. In New York State 62% had maternal custody one year after release ([Staley & New York State Dept of Correctional, 2002](#_ENREF_56)) and in Nebraska 57% retained post-release custody ([Carlson, 2001](#_ENREF_14)). An ongoing prospective study of 97 formerly incarcerated women who participated in the New York State prison nursery program demonstrated various patterns of maternal involvement at the end of 1 and 3 reentry years, ranging from seamless mothering to brief separations to permanent alternative caregivers ([Byrne, Goshin, & Blanchard‐Lewis, 2012](#_ENREF_13)).  In a study with incarcerated mothers, some women were intent on returning to their former maternal role but others expressed that they could best fulfill this role following release by continuing to allow another family member to be the primary caregiver ([Enos, 2001](#_ENREF_22)). In a qualitative study of mothering after prison, the mothers who successfully reunited with their children identified family and community support as the key factors that led to their success ([Hayes, 2009](#_ENREF_31)). [Bernstein (2007)](#_ENREF_8) and Hayes (2008, 2009) found that mothers reuniting with their children after incarceration experienced a “euphoria of freedom” or “honeymoon” period whereby they were seemingly unable to comprehend the obstacles they were faced with such as difficulties with their children, especially children school-aged and older. Some challenges related to reunification with children included: lack of trust from their children’s caretakers and/or children, reluctance of the caretaker to relinquish the care back to the mothers, substance abuse, mental health problems; inadequate preparation to resume the parenting role, difficulty settling down to family life, difficulty making responsible decisions, custody battles, and family conflicts ([Bernstein, 2007](#_ENREF_8); [Hairston, 2012](#_ENREF_28); [Hayes, 2008](#_ENREF_30), [2009](#_ENREF_31); [Jeffries, Menghraj, & Hairston, 2001](#_ENREF_34); [Sharp & Marcus-Mendoza, 2001](#_ENREF_52); [Solinger, 2010](#_ENREF_54)). Oftentimes the caregiver had been granted legal guardianship of the children which creates additional challenges for mothers reuniting with their children. Hayes (2008, 2009) found that these hardships led to “The Honeymoon is Over” a stage in which the mothers gave up hope of reuniting with their children and resorted to past habits such as using drugs. Unfortunately, these challenges frequently lead to recidivism or return to prison within 3 years after release.  **B. Specific Aims/Study Objectives:**  1. List the purpose(s) of the study (What you are hoping to learn or discover as a result of the study?).  The purpose of this pilot participatory action research project is to develop a guide that will ease the transition to mothering after prison in order to facilitate a more successful reunion.  **C. Materials, Methods and Analysis (quantitative and qualitative):**  1. Describe data collection methods (procedures)—Be specific.  2. Describe the specific materials or tools that will be used to collect the data—Be specific.  Participatory Action Research (PAR) “seeks to understand and improve the world by changing it” (Baum, MacDougall, & Smith, 2006, p. 1). It is a self-reflective inquiry that researchers and participants undertake in order to gain a better understanding of the participant’s circumstances so they can understand and improve their situations. The reflective process is embedded in social relationships and is linked to action. “The process of PAR should be empowering and lead to people having increased control over their lives” (Baum, MacDougall, & Smith, 2006, p. 1). PAR asserts that experience can be a basis of knowing and that experiential learning can lead to a valid form of knowledge.  Data collection and data analysis will be ongoing simultaneously. The focus groups and interviews will be conducted by the P.I. and will be audio-taped with permission from the participants. The tapes will be transcribed by a transcriptionist. In the event that audio-taping is not allowed, the P.I. will take extensive notes. The P.I. has had to employ this method in the past in prisons where audio-taping was prohibited. There will be three different groups of mother participants: mothers who have been successful with reunification with their children during previous release(s); mothers who have been unsuccessful with reunification with their children during previous release(s); and mothers enrolled in the parenting program. Each of the three groups will have one to two focus groups with four to five different participants in each group. Participants will also be offered the opportunity to participate in an individual interview if they are uncomfortable participating in the focus group. **[For quantitative studies include the name of the instrument(s), psychometrics such as reliability and validity statistics, and use on instrument(s) in previous similar studies and/or populations]**  The focus group questions for the mothers who have either been successful or unsuccessful reuniting with their children after incarceration will include the following (Appendix A):   1. What does reunification with your children mean to you? 2. What are your anticipated needs for reunification with your children? 3. What are your top ten priority needs in relation to reunification with your children? 4. What has made reunification after incarceration most helpful? or What do you feel would make reunification after incarceration most helpful? 5. What has made reunification after incarceration least helpful? or What do you feel would make reunification after incarceration least helpful? 6. What advice would you give to incarcerated mothers trying to reunite with their children after incarceration?   The focus group questions for the mothers in the parenting program will include the following (Appendix B):  1. What does reunification with your children mean to you?   1. What are your anticipated needs for reunification with your children? 2. What are your top ten priority needs in relation to reunification with your children? 3. What do you feel would make reunification after incarceration most helpful?   The third group of participants will be administrators and experts from correctional parenting groups.  The focus group questions will include the following (Appendix C):   1. What obstacles do you feel mothers trying to reunite with their children after incarceration are faced with? 2. What are your perceived needs of mothers reuniting with their children after incarceration? 3. What resources do you feel would be beneficial for the mothers and their children upon release from prison? 4. What resources are available for mothers trying to reunite with their children after incarceration?   Probing questions such as “Can you tell me more about that?” or “Can you explain what you mean by that?” will be asked as needed. It is anticipated that the interviews with the administrators and experts from correctional parenting groups will be individual interviews versus focus groups as there are only one to two potential participants. The researcher will also take field notes including general observations and notations regarding the research process for all focus groups and interviews.  Demographic data will be collected such as (Appendix D):   1. What is your race and ethnicity? 2. How many children do you have? 3. How old are your children? 4. Who has custody of your children? 5. How many times have you been in prison? 6. What are your plans in terms of reunification with your children when you are released from prison? 7. How many times have you tried to reunite with your children after prison? 8. What substance abuse problems do you have if any? 9. What mental health issues do you have if any? 10. What parenting programs have you completed?   3. Describe timeline of the procedures and how long each procedure will last.  Recruitment will begin in September 2015 and will be ongoing until an adequate sample size has been achieved. The focus groups and interviews will last approximately 1-1/2 hours. Each group or individual will be interviewed one time. There may be a second meeting with the participants in order to validate the findings.  4. Describe how you will analyze your data; describe the analysis type and procedures including statistics and scientific or scholarly justification for the use of these analyses—be specific.  Colaizzi’s stages of data analysis (Polit & Beck, 2012) will be used as follows:  Stage 1: Acquire a sense of individual transcripts  In this stage the P.I. will repeatedly listen to the audiotapes and read each transcript to gain a firm understanding of participants’ personal thoughts and feelings embedded within the data. A personal journal will be utilized to assist with reflection and bracketing. This stage will allow the P.I. to gain an overall sense of the personal experiences of the participants.  Stage 2: Review each transcript and extract significant statements.  In this stage the transcripts will be read multiple times in order to extract significant statements communicated by the participants. Pertinent phrases and statements will be highlighted, given a theme name and then copied and pasted in a separate word document with the transcript page number and the participants’ pseudonym for identification and recall.  Stage 3: Formulation of Meanings.  During this stage formulated meanings will be extracted for each significant statement from the text/papers. Bracketing will be essential during this stage. It will be important to explore personal assumptions and pre-suppositions, which will be stated in an ongoing journal so as not to bias the research.  Stage 4: Organize formulated meanings into themes  In this stage the P.I. will cluster the overall formulated meanings and then collapse the clusters into further emergent themes of the phenomenon of investigation. It will be important to note any discrepancies within the themes in an attempt to avoid the possibility of ignoring data or themes that did not fit  Stage 5: An exhaustive description of the phenomenon.  During this phase an exhaustive description of the phenomena will be written that contains all the dimensions of the participants’ lived experiences. All the results from the previous stages will be incorporated into a description to capture the overall structure and to ensure all the facets of the experience were included. This will be an important aspect of the analysis because it will provide a global description of the phenomena.  Stage 6: Formulate an exhaustive description of the phenomenon to be studied and to describe its basic structure  For this study, the description will encapsulate the essence of the overall experiences of the participants using primarily the group voice.  Step 7: Validate the research by asking the participants about the findings.  This step will be the final validation phase of the analysis. Returning the findings and the exhaustive descriptions to the participants will allow the researcher to validate the true essence of the participant’s experiences. It will also allow the P.I. to make certain data saturation has been achieved.  The findings will be presented as a guide to assist mothers with reunification with their children after incarceration. It is participatory in nature as it will be developed by the mothers and their lived experiences. In addition, it will provide mothers with resources they may need upon release from prison.  **[For quantitative studies be specific about software that will be used to analyze data such as SPSS and statistical analyses you will be conducting for each research question or hypothesis]**  [Lincoln and Guba (1985)](#_ENREF_10) steps will be undertaken in order to establish trustworthiness. Strategies that will be used to ensure truth value or confidence with the truth of the findings include: prolonged field experience; time sampling; reflexivity; member checking; peer examination; interview technique; and establishing authority as a researcher. Prolonged experience in the field and time sampling will be achieved by following the participants for a couple of months and interviewing them one to two times. Reflexivity will be controlled for by the use of field notes and debriefing with experts in the field. Peer examination will involve validation of the findings by another expert in qualitative research and examining all notes for all of the interviews. Truth value will be maintained in the interview technique by having extensive notes taken during the interview and audiotaping of the interviews if allowed. The P.I. has conducted qualitative research with incarcerated women for 15 years which establishes her authority as a researcher. Transferability will require the P.I. to present sufficient descriptive data so that others interested in transferring the results to a different context will have adequate information. Dependability will be maintained through the use of the audit trail, dense description, and peer examination.  **D. Research Population & Recruitment Methods:**  Describe:   1. Inclusion and exclusion criteria (What participant traits are needed to be included? What traits exclude participants?)   There will be four different groups of participants: mothers who have either been successful or unsuccessful with reunification with their children during previous release(s) **or** mothers enrolled in the parenting program; and administrators and experts from correctional parenting groups. It is anticipated that there will be approximately 18-24 participants: each of the three different groups of mothers will have one to two focus groups with different participants in each group. The mothers will be offered the opportunity to be interviewed individually if they are uncomfortable in the group setting. It is likely that there will only be one to two administrators or experts from the parenting programs. The focus groups and interviews will continue until data saturation is achieved meaning that no new information is being learned. Therefore, the sample size might be smaller or larger than expected.  Inclusion criteria includes the following: mothers currently in prison who have tried to reunite with their children after incarceration **or** mothers currently enrolled in the parenting program at the prison; administrators and experts from correctional parenting groups; able to understand and speak English; mothers who are in disciplinary units who are allowed to participate in the study.  Exclusion criteria includes the following: inmates who are not mothers; mothers who have not attempted to reunite with their child/children after incarceration; mothers who are not participating in the parenting program; inmates who are not able to understanding or speak English; mothers who are unable to provide informed consent; mothers who are in disciplinary units who are prohibited from participating in the study; and mothers with severe mental illness who are unable to provide informed consent.   1. What is the scientific or scholarly justification for the number, gender, age, or race of the population you intend to recruit?   The selection of participants is based on the P.I.’s previous research (Hayes, 2008, 2009) and the current state of the science of the phenomenon of maternal reunification after incarceration.  **[For quantitative studies include the power analysis that was used to determine your sample size]**     1. How did you choose the source of participants or data? (Census records, Regis students, Mass General Hospital records, etc.)   The source of the participants were selected as the P.I. has conducted previous studies at the prison and therefore has access to potential participants.   1. Recruitment procedure (if applicable) including who will recruit participants   5. Tools that will be used to recruit (payment, advertisements and flyers—Attach copies to this application.)  (**Note**: participant payment beyond $600 must be reported to the IRS, and this requirement must be added to the consent form.)  Recruitment will take place at [name of institution]. Successful recruitment procedures that were previously employed will be utilized. The times when the mothers were most accessible were during lock down for count, meal time, and/or the parenting program. Flyers will be hung in various parts of the prison (Appendix E). For example, the tiers in which the inmates are housed and activity rooms were found to be excellent sites to hang flyers. The interested participants will be instructed to sign up on individual sign-up sheets in the control room. There is a correctional officer in the control room at all times and the sheets will be maintained in a sealed envelope. The P.I. will go to the prison on a weekly basis to see if there are any interested participants. The participants will not receive any payment or token of appreciation as this is not allowed in the prison setting.  **E. Informed Consent Procedure:**  Describe:   1. Who will perform the informed consent procedure?   The P.I. will perform the informed consent procedure. Informed consent will be obtained from the participants at the time of the interview or focus prior to the collection of any data. The P.I. will read the informed consent document to the participants. Due to the fact that informed consent is a process the P.I. will closely observe the participants to make certain that they remain capable of providing informed consent during the entire focus group or interview (Hayes, 2006).   1. How will that person be trained? (previous related coursework, previous experience, one-on-one training with PI or faculty, etc.)   The P.I. has been conducting research with women in prison for the past 15 years. The P.I. has completed the NIH module. In addition the P.I. teaches advanced research methods and doctoral thesis, as well as is the Chair of the Regis IRB and Nurse Scientist at a major teaching hospital.   1. How will the prospective participant’s competence or understanding of the procedures be assessed? Will participants be asked questions about the procedures or encouraged to ask questions?   The participant’s competence or understanding of the procedures will be assessed during the informed consent process. Participants will be encouraged to ask questions about the study.  **F. Confidentiality:**  Describe the provisions for participant and data confidentiality:   1. Where will the data be stored, and who will have access to the data and the area? 2. How and in what format (hard or electronic copy, identifiable or de-identified) will the data be stored?   The audio-tapes will be hand delivered to the transcriptionist, as well as the pick-up of the transcripts unless there are extenuating circumstances. In those situations the United States Postal Service will be utilized. The data will be stored in the P.I.’s locked office in two different locked files. One file cabinet will have data that has identifying information on it such as the audiotapes and informed consent and the other file cabinet will contain the de-identified data such as the transcripts and demographic sheet. The P.I. is the only one who has access to the office unless otherwise granted permission from the P.I. The transcriptionist will be required to complete the NIH module.   1. Will the participants’ identity be coded? Will the codes to identify participants be stored with the data? (**Note:** If you are working with a hospital or clinic, please see information on HIPAA and research at <http://privacyruleandresearch.nih.gov/> )   The participants will select a pseudonym in the event that quotes are used. The majority of the findings will be discussed in the group voice. The identity of the prison will not be disclosed and only referred to as a prison in the Northeast of the Unites States.  **G. Potential Research Risks or Discomforts to Participants:**  1. Indicate the type of risk that may result from participation. Consider psychological or emotional risks, social stigma, change in status or employment, physical risks or harms, information risks-breech of confidentiality and any effect loss of confidentiality may have on status, employment, or insurability. If the protocol involves treatment, what are the risks compared to other treatments in terms of “standard of care”?  2. Consider the likelihood and magnitude of the risks or discomforts occurring? Are they unlikely, or likely to occur and what effect would the discomforts or risks have on the individual should they occur?  Participants could become upset discussing reunification with their children especially if it was unsuccessful. In addition, by discussing mothering after prison, the separation from their children could create discomfort.   1. How will you minimize risks? Some examples include informed consent, adequate staff training and experience, debriefing, and monitoring adverse effects on participants.   Participants will be made aware of the potential risks during the informed consent process. They will be monitored by the P.I. during the focus group or interviews and encouraged to withdraw if they appear upset. The focus groups and interviews will only take place when there are prison nurses and psychologists are available should the participants become unduly upset. If a participant becomes unduly upset they will be encouraged to see the prison nurse or psychologist. Debriefing will take place immediately after each focus group or interview, as well as after the conclusion of the study. The debriefing form is included in this application.  **H. Potential Research Benefits to Participants:**  1. Indicate the type of benefit that may result from participation. Consider psychological or emotional benefits, learning benefits, physical benefits and discuss if participant will benefit directly or if the benefit is largely to gather generalizable knowledge or provide scientific or social information on a topic that may benefit society. DO NOT OVERSTATE the benefit.  2. Consider the likelihood of the benefits. Will all or some participants benefit?  (Note: Monetary compensation is not a benefit of participation; it is a recruitment tool.)  There is no direct benefit anticipated for the participants. It could be beneficial for mothers trying to reunite with their children after incarceration once the findings are disseminated. However, the participants could potentially benefit by feeling as though they have a voice, and are being heard and validated. | | | | | | | | | | | | |
| **VII. Informed Consent and Waiver of Elements of Informed Consent or Documentation** | | | | | | | | | | | | |
| **A.** The informed consent document should include all required elements of consent (See the Regis College Informed Consent Template at <http://www.regiscollege.edu/about_regis/IRB_Forms.cfm>). **Confirm that each element is included in your consent form** (unless you are requesting a waiver or partial waiver of consent skip question VII. B)**:**  A statement that the study involves research  The purpose of the research in lay terms (in language understandable to the participants)  A statement that they are being asked to participate in research and how they were selected to participate  The expected duration of the participants’ participation (e.g., “You will be asked to complete a survey every month for 1 year.”)  The total time commitment of participation in the procedures (e.g., “The survey will take 20 minutes to complete.”)  A brief but complete description of all procedures to be followed (If research includes treatment, describe which procedures are experimental and alternatives to those procedures.)  The risks or discomforts that are reasonably expected from the research and a statement that “There may be unknown risks.”  The benefits to the participant or others that are reasonably expected from the research  A statement of confidentiality that provides the participants with a contact at the institution who may be reached if injury occurs or confidentiality is breached (This should be someone other than the researcher.)  A statement that participation is entirely voluntary and may be discontinued at any time  A statement that withdrawal from participation will not result in denial of entitled benefits  Invasive biological, clinical or behavioral interventions require specific descriptions of the procedure.  The consent form must be signed and dated, or oral consent must be witnessed and signed and dated by the witness.  A statement and check box that indicates the participants have a copy of the informed consent document  Note: Individuals with added protections require both permission of a legal representative and assent of the individual. | | | | | | | | | | | | |
| **C.** The comprehension level of the consent document must be verified to ensure it is consistent with the comprehension level of the participants. There are three convenient tools that can be used to verify comprehension level. **Prior to converting this application to PDF, please check which tool is used and insert the comprehension level resulting from the verification:** | | | | | | | | | | | | |
| <http://www.readability-score.com/>  <http:///www.online-utility.org/english/readability_test_and_improve.jsp>  Microsoft Word Readability Statistics | | | | | | | | Insert Readability Comprehension Level Below: | | | | |
| 7th Grade (mothers)  8.5th Grade (administrators) | | | | |
| **VIII. Research Staff** (e.g., PI, Co-PI, Research Assistant, etc.). Please attach a list and submit educational certificates for all personnel who will interact or collect data. The required NIH training module can be found at the following link:  <https://phrp.nihtraining.com/users/login.php> | | | | | | | | | | | | |
| **Name and credentials** | | | **Date of IRB Training Certificate** | | **Research Role** | | **University/Department** | | | | | |
| **Margaret Oot Hayes, Ph.D.** | | | **2/10/2013** | | **P.I.** | | **Regis** | | | | | |
| **IX. Performance Sites:** | | | | | | | | | | | | |
| If the institution has an IRB, IRB approval may have to be received from that institution as well as Regis College. If the institution does not have an IRB, the institution must authorize or provide permission for the research activities (please email, fax or attach a site permission letter from an institutional official). If you are collecting data at a hospital with an IRB, seek hospital approval prior to submitting the Regis College Initial IRB Application Form. | | | | | | | | | | | | |
| Name of Institution | | | | | | | | | | Date of IRB Approval | | |
| Name of institution(s) | | | | | | | | | | July 27, 2015  Letter attached | | |

|  |
| --- |
| **X. Acknowledgement** |
| **SUBMISSION OF A PROPOSAL TO THE REGIS COLLEGE IRB REQUIRES THAT THE PRINCIPAL INVESTIGATOR (AND MENTOR IF THE PI IS A STUDENT OR FELLOW). READ THE DEFINITION OF “SCIENTIFIC MISCONDUCT” AND ANSWER ALL “CONFLICT OF INTEREST” QUESTIONS GIVEN BELOW.** Scientific Misconduct “Scientific Misconduct” shall be considered to include:   1. Fabrication, falsification, plagiarism or other unaccepted practices in proposing, carrying out or reporting results from research; 2. Material failure to comply with federal requirements for the protection of human participants, researchers and/or the public; 3. Failure to meet other material legal requirements governing research; 4. Failure to comply with established standards regarding author names on publications; 5. Failure to adhere to issues of confidentiality as provided in the participant consent form, the study protocol, and as outlined in the Code of Federal Regulations ([45 CFR 46](http://www.hhs.gov/ohrp/humansubjects/guidance/45cfr46.html)).   **B. Conflict of Interest**  1. Are you or any member of your immediate family (spouse or domestic partner and/or dependent children) an officer, director, partner, trustee, employee, advisory board member, or agent of any of the following: (Check all that apply.)  An external organization funding this project  Any external organization from which goods and services will be obtained under this project (including  those to which you may be subcontracting a portion of the project work)  Any external organization whose financial condition could benefit from the results of this project  Any external organization having business dealings in an area related to the work under this project  2. Are you or any immediate family member the actual or beneficial owner of more than five percent (5%) of the voting stock or controlling interest of (a) the external organization funding this project, (b) any external organization from which goods and services will be obtained under this project (including those to which you may be subcontracting a portion of the project work), (c) any external organization whose financial condition could benefit from the results of this project, or (d) any external organization having business dealings in an area related to the work under this project?  **Yes**  **No**  3. Have you or any member of your immediate family derived income within the past year, or do you or any member of your immediate family anticipate deriving income, exceeding $10,000 per year from: (Check all that apply.)  An external organization funding this project  Any external organization from which goods and services will be obtained under this project (including those to which you may be subcontracting a portion of the project work),  Any external organization whose financial condition could benefit from the results of this project  Any external organization having business dealings in an area related to the work under this project  **Do *not* include funds that would pay your university salary under a sponsored project budget.**  \***If you checked any of the above, please specify the extent of involvement**:The P.I. is the Chair of the Regis IRB. The P.I. will recuse herself as Chair of the IRB meeting during which her protocol is being reviewed and list a different contact IRB contact person on the informed consent document.    4. For those projects funded by any external entities, do you have a current, up-to-date Conflict of Interest Disclosure on file with the Office of Academic Affairs that describes this financial relationship? **Yes  No** (If no, you must submit an undated COI disclosure before IRB review.) |

|  |  |  |
| --- | --- | --- |
| **SIGNATURES** | | |
| **SIGNATURE OF PRINCIPAL INVESTIGATOR** | | |
| The undersigned accept(s) responsibility for the study, including adherence to the ethical guidelines set forth in the Belmont Report, Declaration of Helsinki, the Nuremberg Code, the ethical principles of your discipline, the Common Rule and Regis College policies regarding protections of the rights and welfare of human participants participating in this study. In the case of student protocols, the faculty supervisor and the student share responsibility for adherence to policies. | | |
| Margaret Oot Hayes | e-signature | August 4, 2015 |
| Print Name of Principal Investigator | Signature of Principal Investigator | Date |
| **SIGNATURE OF FACULTY RESEARCH SUPERVISOR --- REQUIRED FOR STUDENT RESEARCH** | | |
| By signing this form above, the faculty research supervisor attests that s/he has read the attached protocol submitted for IRB review, and agrees to provide appropriate education and supervision of the student investigator and share the above Principal Investigator responsibilities. | | |
|  |  |  |
| Print Name of Faculty Research Supervisor | Signature of Faculty Research Supervisor | Date |
| **SIGNATURE OF DEPARTMENT CHAIR OR DEAN --- REQUIRED FOR FACULTY RESEARCH** | | |
| Your signature below affirms that you have been informed about the research project | | |
| Name, Dean | e-signature | August 4, 2015 |
| Print Name of Department Chair or Dean | Signature of Department Chair or Dean | Date |

[include certificates here for P.I., Co-investigators, advisors: must be completed within past 3 years]

[letter of support or IRB approval letter]



**Informed Consent**

**Title of Project: Development of a Guide to Mothering after Prison**

**Principle Investigator (PI): Margaret Oot Hayes, Ph.D., RN**

**PI Phone Number: 781-768-7163**

**PI Email: Margaret.oot-hayes@regiscollege.edu**

**Co-PIs:**

**Student Investigators:**

**Date Submitted: August 5, 2015**

**Introduction**

Please read this carefully. This form tells you about a research study you are being asked to be in.

You are being asked to be in a research study. The study is to make a guide to mothering after prison.

You are eligible to participate in this study if you have tried to reunite with your child/children after prison; or you are in the parenting program at the prison. You need to be able to speak and understand English.

You are not eligible to participate if you are not a mother; you are a mother who has not attempted to reunite with their child/children after incarceration; you are not able to understanding or speak English; you are not able to understand this informed consent document; or you are in a disciplinary unit that does not allow you to participate in the study.

**Purpose**

I am doing this study to make a guide that will help mothers when they leave prison.

**Procedures**

You will be asked to be in a group with 4-5 other mothers. You can also be interviewed by yourself if you would rather do that. The focus groups or interviews will take about 1-1/2 hours. During the focus group or interview you will be asked about things that happened when you tried to be with your child/children after you left prison.

You will be asked questions like:

“What does reunification with your children mean to you?”

“What are your anticipated needs for reunification with your children?”

“What are your top ten priority needs in relation to reunification with your children?”

“What has made reunification after incarceration most helpful?” or “What do you feel would make reunification after incarceration most helpful?”

“What has made reunification after incarceration least helpful?” or “What do you feel would make reunification after incarceration least helpful?”

“What advice would you give to incarcerated mothers trying to reunite with their children after incarceration?”

The focus groups or interviews will take place in a private room in the prison. There will not be video cameras in the room. There will not be any audio taping in the room by the prison. I will audiotape the interviews and focus groups if it is okay with you.

**[For quantitative studies inform the participants of the number of instruments and what they are about, how many items on each instrument, and how long it will take for them to complete]**

**Potential Benefits**

There are no benefits for being in the study. It will help to make a guide to mothering after prison. It could be helpful to talk about your experiences.

**Potential Risks**

It is possible that you could get upset about talking about your child/children. You could also get upset talking about your past experience of trying to be with your child/children after leaving prison. If you get upset you can stop being in the study. You will also be encouraged to see the prison nurse or psychologist if you get upset.

**Payment to subjects (if applicable)**

You will not be paid for being in the study. Being in the study will not affect your sentence. Being in the study will not affect your visitation with child/children.

**Cost**

There is no cost to you for being in this research study**.**

**Right to Refusal or Withdrawal of Participation**

You do not have to be in study. You can stop being in the study whenever you want. This will not affect your sentence or visits with your child/children.

**Assurance of Privacy and Confidentiality**

You will only be identified a fake name or as a group of mothers. The audiotapes and informed consent will be put in a locked file. The other information like the focus groups or interviews will be put in another locked file. These locked files are in my locked office at Regis. I am the only one who has access to my office.

I hope to publish the findings. I would like to write a guide book for mothering after prison. I would also like to write an article and present the findings at a conference.

**Additional Information**

I am available to answer questions about my study. You can reach me at (781) 768-7163. If you have other concerns that I can’t help you with you can contact Colleen Malachowski at Regis at (781) 768-7373.

I will give you a copy of this informed consent document and keep one for myself.

**Contact information**

**PI :** Margaret Oot Hayes

Regis, 235 Wellesley Street, Weston, MA 02493

(781) 768-7163

**Regis Institutional Review Board**

**Chair:**

**Dr. Margaret Oot-Hayes PhD , RN; 781-768-7163,**

**margaret.oot-hayes@regiscollege.edu**

**Research Participant**

*By signing below, you are agreeing that you have read the above document, been given the opportunity to ask questions, understand the risks and discomforts associated with the above study, and understand that you may withdraw participation at any time without penalty.*

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Signature Date

**Person Conducting Research Signatures**

**I have explained the research to study subjects.**

**I have answered all of the questions to the best of my ability.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

**IRB Approval**

This form has been approved by the Regis College IRB.

Authorized IRB Approval Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_



**Informed Consent**

**Title of Project: Development of a Guide to Mothering after Prison**

**Principle Investigator (PI): Margaret Oot Hayes, Ph.D., RN**

**PI Phone Number: 781-768-7163**

**PI Email: Margaret.oot-hayes@regiscollege.edu**

**Co-PIs:**

**Student Investigators:**

**Date Submitted: August 5, 2015**

**Introduction**

Please read this carefully. This form tells you about a research study in which your participation is requested.

You are being asked to be in a research study to help develop a guide to mothering after prison.

You are selected eligible to participate in this study if you are an administrator or expert from the correctional parenting programs. You are not eligible to participate if you are not involved in a parenting program.

**Purpose**

The purpose of this pilot participatory action research project is to develop a guide that will that will ease the transition to mothering after prison in order to facilitate a more successful reunion.

**Procedures**

You will be participating in an interview that will last approximately one hour long I will be asking you questions such as:

1. What are your perceived needs of mothers reuniting with their children after incarceration?
2. What obstacles do you feel mothers trying to reunite with their children after incarceration are faced with?
3. What resources do you feel would be beneficial for the mothers and their children upon release from prison?
4. What resources are available for mothers trying to reunite with their children after incarceration?

The interviews will take place in a private room at the prison. I will audiotape the interviews with your permission.

**Potential Benefits**

There are no benefits for being in the study. It will help to make a guide to assist mothers when they leave prison.

**Potential Risks**

There are no foreseen risks or discomforts to participating in the research.

**Payment to subjects (if applicable)**

You will not be paid for being in the study.

**Cost**

There is no cost to you for being in this research study**.**

**Right to Refusal or Withdrawal of Participation**

You may decline answering questions and may withdraw from the study without penalty at any time. Your employment status at the prison will not be affected if you refuse to participate in the study.

**Assurance of Privacy and Confidentiality**

You will only be identified a fake name or as an administrator of a parenting program. The audiotapes and informed consent will be put in a locked file. The other information like the interviews will be put in another locked file. These locked files are in my locked office at Regis. I am the only one who has access to my office.

I hope to publish the findings. I would like to write a guide book for mothering after prison. I would also like to write an article and present the findings at a conference.

**Additional Information**

I am available to answer questions about my study. You can reach me at (781) 768-7163. If you have other concerns that I can’t help you with you can contact Colleen Malachowski at Regis at (781) 768-7373.

I will give you a copy of this informed consent document and keep one for myself.

**Contact information**

**PI:** Margaret Oot Hayes

Regis, 235 Wellesley Street, Weston, MA 02493

(781) 768-7163

**Regis Institutional Review Board**

**Chair:**

**Dr. Margaret Oot-Hayes PhD , RN; 781-768-7163,**

**margaret.oot-hayes@regiscollege.edu**

**Research Participant**

*By signing below, you are agreeing that you have read the above document, been given the opportunity to ask questions, understand the risks and discomforts associated with the above study, and understand that you may withdraw participation at any time without penalty.*

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Signature Date

**Person Conducting Research Signatures**

**I have explained the research to study subjects.**

**I have answered all of the questions to the best of my ability.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

**IRB Approval**

This form has been approved by the Regis College IRB.

Authorized IRB Approval Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_



**Title of Study:** “Development of a Guide to Mothering after Prison”

**Debriefing Form**

**Principle Investigator (PI):** Margaret Oot Hayes

**PI Phone Number:** (781) 768-7163

**PI Email:** margaret.oot-hayes@regiscollege.edu

**IRB Approval Number:**

Dear Participant,

Thank you for participating in the study entitled, “Development of a Guide to Mothering after Prison”*.*

The general purpose of this study was to develop a guide to help mothers reunite with their children when they leave prison. You were asked to talk about things that happened when you tried to be with your child/children after you left prison and what was most helpful or least helpful. You were also asked about your anticipated needs and top priority needs for reunification with your children. You also gave advice to incarcerated mothers trying to reunite with their children.

Current research on this topic found that there are a lot of difficulties related to reunification with children after prison. Some of these difficulties included: lack of trust from their children’s caretakers and/or children, reluctance of the caretaker to relinquish the care back to the mothers, substance abuse, mental health problems; inadequate preparation to resume the parenting role, difficulty settling down to family life, difficulty making responsible decisions, custody battles, and family conflicts. Your participation was important in helping researchers understand more of your needs when you try to reunite with your children. Future research on this topic may explore your needs more thoroughly.

Final results will be available from the investigator, Margaret Oot Hayes. You may contact the researcher at (781) 768-7163 to receive a copy of the final report. Please note that all results will be grouped together; therefore individual results are not available. Your participation, including your name and answers, will remain confidential and anonymous, even if the report is published.

It you have experienced any discomfort as a result of participating in the study, please feel free to contact one of the prison nurses or psychologists for any assistance you may need.

If you have any concerns about any aspect of the study, you may contact the Chair of the Institutional Review Board at Regis College: Dr. Margaret Oot-Hayes PhD , RN; 781-768-7163,

You will be asked to sign two copies of this form, and will be asked to keep one copy for your own records. By signing below, you are acknowledging that you have been fully debriefed, and grant the researcher(s) permission to use your data in a conference presentation or publication. If you have any additional questions regarding this research, please feel free to ask now.

\_ \_ \_\_ \_ \_ \_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_\_

***I have been fully debriefed and the researcher has offered to answer any and all of my questions related to this research study.***

Participant Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Appendix A

Focus Group Questions for the Mothers Who Have Been Successful or Unsuccessful at Reuniting With Their Children

**[Include instruments for quantitative studies]**

1. What does reunification with your children mean to you?
2. What are your anticipated needs for reunification with your children?
3. What are your top ten priority needs in relation to reunification with your children?
4. What has made reunification after incarceration most helpful? or What do you feel would make reunification after incarceration most helpful?
5. What has made reunification after incarceration least helpful? or What do you feel would make reunification after incarceration least helpful?
6. What advice would you give to incarcerated mothers trying to reunite with their children after incarceration?

Appendix B

Focus Group Questions for Mothers in the Parenting Program

1. What does reunification with your children mean to you?
2. What are your anticipated needs for reunification with your children?
3. What are your top ten priority needs in relation to reunification with your children?
4. What do you feel would make reunification after incarceration most helpful?

Appendix C

Interview Questions for the Parenting Group Administrators

1. What are your perceived needs of mothers reuniting with their children after incarceration?
2. What obstacles do you feel mothers trying to reunite with their children after incarceration are faced with?
3. What resources do you feel would be beneficial for the mothers and their children upon release from prison?
4. What resources are available for mothers trying to reunite with their children after incarceration?

Appendix D

Demographic Data

1. What is your race and ethnicity?­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. How many children do you have?\_\_\_\_\_\_\_\_\_\_\_\_\_
3. How old are your children?­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Who is taking care of your children while you are in prison?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How many times have you been in prison?\_\_\_\_\_\_\_\_\_\_
2. What are your plans in terms of reunification with your children when you are released from prison?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. How many times have you tried to reunite with your children after prison?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. What substance abuse problems do you have if any?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. What mental health issues do you have if any?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. What parenting programs have you completed?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Appendix D

Recruitment Flyer

**Invitation to be in a research study**

**“Development of a Guide to Mothering after Prison”**

**Researcher: Margaret Oot Hayes, Ph.D., RN**

**Purpose: I am doing this study to make a guide that will help mothers when they leave prison.**

**You are eligible to participate in this study if you have tried to reunite with your child/children after prison; or you are in the parenting program at the prison. Your children can be adults. You need to be able to speak and understand English.**

**You will be asked to be in a group with 4-5 other mothers. You can also be interviewed by yourself if you would rather do that. The focus groups or interviews will take about 1-1/2 hours.**

**During the focus group or interview you will be asked about things that happened when you tried to be with your child/children after you left prison.**

**You will be asked questions like:**

**“What are your anticipated needs for reunification with your children?”**

**“What are your top ten priority needs in relation to reunification with your children?”**

**“What has made reunification after incarceration most helpful?” or “What do you feel would make reunification after incarceration most helpful?”**

**“What has made reunification after incarceration least helpful?” or “What do you feel would make reunification after incarceration least helpful?”**

**“What advice would you give to incarcerated mothers trying to reunite with their children after incarceration?”**

**If you are interested in being in the study or have questions about the study please put your name on the sign-up sheet in the control room and I will contact you.**

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**IRB SIGNATURE PAGE**

**Regis College, Weston, MA 02493**

Name of Principal Investigator: Dr. Margaret Oot-Hayes, Ph.D., RN

Name of Study: Development of a Guide to Mothering after Prison

Department: Nursing

***The rest of this page will be filled out by the IRB.***

**Review of exempt/expedited proposals. Action taken:**

\_\_\_ approved \_\_\_ approved with scripted changes \_\_\_ requested additional information/revisions

\_\_\_ deferred to full IRB for review

Specific changes or revisions requested:

**Review of proposals by full IRB. Action taken:**

\_\_X\_ approved \_\_\_ approved with scripted changes \_\_\_ requested additional information/revisions

\_\_\_ disapproved

Specific changes or revisions requested:

\_\_\_\_\_\_\_\_\_\_9/11/15\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IRB Chairperson’s Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_9/11/15\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IRB Member’s Signature Date