Understanding Student Drug Use: A Pilot Study

A Data Management Plan created using DMPonline

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Project abstract:
Understanding Student Drug Use: A Pilot Study. Introduction: There are 2.32 million students studying in Higher Education in the UK. Drugs, whether used recreationally, misused to self-medicate or for study purposes have been linked with mental health issues and physical health problems, often reported in the media, yet the benefits are reported less frequently. Small scale or regional studies and previous secondary analysis of national data suggest students may use more of some drugs than non-students. This may suggest that students are a distinct population within the general population that we need to understand better, especially in light of the reported increase in mental health problems, loneliness, and decreased well being among students, alongside an increase of Class A drug use in the young general population and associated drug related deaths. Data around drug use is an area that is recognised in the 2017 UK Drug strategy as needing further development, particularly the need to understand the relationship between substance abuse and other issues such as mental health; the frequency and type of drug being used, and the need to collect data at a national and local level. A better understanding of drug use among students will help address this paucity of data. The aim of this study is to add to the understanding of drug use and misuse among students, how this may relate to health and well being, and also whether other factors associated with a student lifestyle may make drug use more likely. Subsequent work will also be done to explore ways to reduce harm, using expert opinions. Methods: This study will use mixed methods research comprising Secondary Data analysis of the Crime Survey for England and Wales 2018/19, and a Delphi Expert Survey. Ethics: Ethical approval will be sought for both methods, from the University of Manchester and for Secondary Data Analysis, permission will be sought from the Office for National Statistics to use the Drug Data collected through the Crime Survey for England and Wales 2018/19 as it is classed as sensitive data. Impact: Gaining a better understanding of drug use among the student population, and what predicts this, along with the consensus of drug experts may help highlight ways to reduce harm.

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Understanding Student Drug Use: A Pilot Study

Manchester Data Management Outline

- Yes

Funded by the school of Social Statistics, at the University of Manchester.

- Yes - only institution involved
- Acquire new data
- Re-use existing data (please list below)

1. **Secondary Data Analysis:** Reuse existing data: Crime Survey For England and Wales 2018/19 (SN8608), and The Crime Survey for England and Wales secure access drug use data (SN7280).
2. **Delphi Expert Surveys:** Acquire new data: Data collected through a Delphi Expert Survey.

- **Secondary Data Analysis:** Where secondary data is being used, in this case the The Crime Survey for England and Wales 2018/19 (SN8608) and the Secure Access version of the Crime Survey for England and Wales 2018/19 (SN7280), the data will be accessed, analysed, and stored within a remotely accessed Secure Lab, managed by the UK Data Service. Output cannot be released until it has been assessed by the researcher and the UK Data service to check for statistical disclosure and relevance to the project. Data will be stored in the Secure Lab environment and output will be stored in an output file. Once there is some output ready to be checked, notification is sent to the UK Data Service and they then access the file and check output. Once it has been checked, the output is released, and will be incorporated into the results section of the thesis.

2. **Delphi Expert Surveys:** SelectSurvey.NET, a piece of commercial software, will be used to create, manage and report data for the Delphi Expert Survey. All interaction with the system, both by those administering the survey and those responding will be through a web interface. All data is stored in a relational database. The web server that the survey software is hosted on, and the database server that the survey data is stored in are professionally managed by the University’s IT Virtualisation and Windows Server Team in IT Services. The database is firewalled to ensure that it can only be accessed by the system administrators / developers and by the web server.

- < 1 TB

It has been agreed that I will have access to Dropbox for Business via my supervisor, to store and share information safely with the research team.

- No
- < 5 years

- Personal information
- Anonymised personal data

1. **Secondary Data analysis:** Although the Secure Access data of the Crime Survey 2018/19 (SN8608) is anonymised, the drug use data (SN7280), is classed as sensitive data and is controlled. Data will only be processed within the UK Data Service Secure Lab, a secure online environment, in line with the rules for secure access and secure data training by the UK Data Service. There is a small chance that analysis of small groups could lead to disclosure. To guard against this, output is checked for statistical disclosure by the researcher and also by the UK Data service before it is released.

2. **Delphi Expert Surveys:** The initial contact data (name and email addresses for around fifteen participants) used to contact participants, a purposeful sample, will be stored in a lockable filing cabinet, in a locked (metal mechanical code lock) PhD Student office and will be destroyed once digitised. The personal data being collected will be the name of the Drug Expert and their workplace/institute affiliation. This data will be processed using SelectSurvey.NET software, approved by the University of Manchester. The Participant Information Sheet brings to the participants notice, that fact that if they provide comments and opinions in the free text boxes, and that this may be used in the research project or further publications based on the project.

1. **Secondary Data analysis:** The Crime Survey for England and Wales 2018/19 drug use data, is classed as sensitive and secure access only data. It is anonymised data that will be accessed remotely via the UK Data Service Secure lab on an approved computer (IP address provided
to UK Data service) within a locked room (metal mechanical code lock), in the University of Manchester shared PhD Student Office. The session will be recorded by the UK Data Service. A privacy screen will be used on the computer to make sure that only the approved researcher can see the data. When away from the computer, for a short time, the computer will set to go to screensaver after 5 minutes or be logged off so that no one else can access the data. When away from the computer properly, the virtual secure lab will be exited, and the computer closed down completely. The PhD room is locked whenever the room is empty and at the end of the day. Prior to accessing the data, the researcher has to complete the safe researcher training and test and gain Accredited Researcher status. Any output from the data is checked for statistical disclosure before release to the researcher by the UK Data Service, therefore ensuring confidentiality.

2. Delphi Expert Surveys: The contact details for participants will be stored in a lockable filing cabinet in a lockable (metal mechanical code lock) shared PhD student office, until digitised. Initially for the Delphi Expert Survey, a Participation Information Sheet will be provided followed by a Consent Form to be completed. This will include consent needed across the lifecycle of the data from engagement, the process, dissemination, data sharing and archiving. The participant will be informed about the right to withdraw consent from the research, when being consented. The consent will be repeated at each round of the Delphi Expert Survey. Data collected through the different rounds of the Delphi Expert Survey, will be electronic data and SelectSurvey.NET will be used to create the surveys and manage and analyse results. Data will be stored using an encrypted computer, with a passcode, within a locked room in the University of Manchester shared PhD Student Office. When away from the computer for a short time, the computer will be logged off, so that no one else can access the data. When away from the computer properly, it will be closed down completely. The PhD room is locked whenever the room is empty and at the end of the day.

- No
- No
- Not applicable
- No

Professor Wendy Olsen, The University of Manchester.

27/11/2020

Project details

To understand drug use in the 18-24 year old student population, how it relates to health and wellbeing, what might predict drug use, and to consider ways to reduce harm.

3. GDPR. https://gdpr-info.eu/
5. UK Data Service Secure Access Agreement. https://www.ukdataservice.ac.uk/media/311608/CD140-SecureAccessAgreement.pdf
8. The University of Manchester IT policies and guidelines. http://www.itservices.manchester.ac.uk/aboutus/policy/

Responsibilities and Resources

PhD Student-Jessamy Brooke, Professor Wendy Olsen (Supervisor), Dr Lisa Williams (Supervisor), UK Data Service, University of Manchester.

1. Data management plan.
2. Ethics consideration and approval.
3. Training from the UK Data Service, including becoming an Accredited Researcher, a privacy screen and a computer set-up approved by UK Data Service.
4. University of Manchester participant information sheet and consent form template.
5. Access to SelectSurvey.
6. Secure electronic storage such as Dropbox for Business
Data Collection

1. **Secondary Data Analysis:** A young person aged 18-24 years dataset will be created from the Crime Survey for England and Wales 2018/2019 (SN8608) and the secure access drug use data (SN7280). This will be achieved by using student status and age variables. Once this dataset has been created, analysis will be carried out to find out the prevalence of drug use in the student population compared to non-students, and also will also compare health and wellbeing and lifestyle factors. Finally, work analysis will be carried out to find predictors of drug use. This work will be stored within the UK Data Service secure lab. Syntax files will be uploaded to the secure environment prior to use, and output will be screened for statistical disclosure control before release.

2. **Delphi Expert Surveys:** A survey will be created using SelectSurvey.NET for round 1, 2, and 3 of the Delphi Expert Survey. The surveys will be sent out. When the three rounds of the survey have been completed, the results will be written up in the thesis.

Documentation and Metadata

1. **Secondary Data Analysis:** The aims, objectives, hypotheses and sample sizes will be made available in the main body of the thesis. The 2018/19 (SN8608) Crime Survey for England and Wales will be used for this research, including the drug use data (SN7280), which is available separately as it is classed as sensitive data and therefore requires secure access. The data will be accessed through the data controller, in this case, The UK Data Service. The datasets will be cited within the thesis and referenced, including a link to the data in the bibliography. The method section of the thesis will explain the reason for using secondary data, and specifically The Crime Survey data, and will describe the procedure used for cleaning and analysis. Secondary data analysis will be undertaken in a secure online environment, and the syntax files will be provided to the UK Data Service so they can upload the files into the secure environment ready for use. The data will be in SPSS format. At the end of the project the dataset derived from the 2018/19 Crime Survey data and sensitive drug data, will be lodged with the UK Data Service under the project name "Understanding Student Drug Use: A Pilot Study". The methods section will include a citation for this and it will be referenced in the bibliography. The access to this will be determined by the UK Data service. The syntax file will be available in the appendices to allow for repetition in the future. Once completed, this thesis will be made available on the University of Manchester website as an eThesis and will be open access.

2. **Delphi Expert Surveys:** The method used for the Delphi Expert Survey will be included in the methods section of the thesis, allowing for replication to take place. This will include Participant Information Sheet and Consent Form required for the Delphi Expert Survey. A list of contributors to the Delphi Expert survey will be included in the appendices of the project. Questionnaires will be available in the appendices. Once completed, this thesis will be made available on the University of Manchester website and will be open access as an eThesis.

Ethics and Legal Compliance

1. For both the Secondary Data Analysis of the Crime Survey for England and Wales 2018/19 and the Delphi Expert Survey, ethical consideration will be sought as although undertaking secondary data analysis on anonymised data, the Crime Survey for England and Wales is drug use data is classed as sensitive data and is secure access, and therefore requires ethical consideration.

2. **Secondary Data Analysis:** Consent has already been given when the participant agrees to participate in the Crime survey for England and Wales, and the data is anonymised, however, care will be taken to make sure that output does not make it possible to identify a person or group when low numbers occur in outputs (statistical disclosure). This will be monitored by the researcher and the UK data service, by checking outputs before release. The data will only be seen by the accredited researcher approved by the UK Data Service to access the data in the secure environment and any other approved project members. The data will also be managed in line with the Secure Data requirements set out by the UK Data Service. The data will be stored for 4 years after the end of the project and will be lodged with the UK Data service under the project name. This will only be accessible to those that meet the UK Data service requirements for access.

3. **Delphi Expert Surveys:** Initially, participants will be contacted by email to ask if they would like to take part in the Delphi Expert Survey. If they would like to take part, they will be asked to click on a link that will launch the survey, which will then present the participant with the Participant Information Sheet and Consent Form, to be completed before the survey questions start. Survey information and consent will be collected using SelectSurvey.NET computer software, following a schedule. This will have been piloted before use. Initially participants will be contacted by email, with a link to follow, to take them to the Participant Information Sheet and Consent form. On completing the consent form, the participant will be able to enter the survey. The survey will be created and data collected, managed and analysed using Select Survey.NET, the survey software that is approved for use by researchers at the University of Manchester. Surveys will be linked together, as there will be three rounds all together, with the aim of gaining consensus on a subject. Analysis of the data will also be carried out using SelectSurvey.NET software. The results will be fed back to participants with the next round of questions and then results will be reanalysed within the SelectSurvey.net software and the next survey will be sent out. When the three rounds of the survey have been completed, results will be written up in the thesis.
mind and withdraw their data if desired. This will include a statement around sharing of data. Within project, data will be shared with supervisors using Dropbox for Business (It has been agreed that I will have access to Dropbox for Business via my supervisor) and will be stored on an encrypted computer within a shared locked office. Post project the data will be kept for one year and then destroyed.

1. Secondary Data Analysis: The copyright for the Crime Survey for England and Wales belongs to the Office for National statistics and this will be acknowledged by citation within the thesis and referencing in the bibliography. Data is accessed via the UK Data service to those who meet the requirements set out by the UK data service. The data cleaning and data analysis files will be available in the appendices of the thesis to allow for reproduction in the future. The analysis will be similar to that carried out by a previous researcher, and therefore, their work will be referenced in the methods section.

2. Delphi Expert Surveys: The intellectual property rights for the Delphi Expert survey will belong to the researcher as it is they who have designed and carried out the survey and any quotes used from the survey will be attributed to the participant, with their approval. Reference will be made to the survey software used, in this case, the survey software recommended for researchers in the Humanities, is SelectSurvey.NET. The data will not be shared further than that included in the thesis, and the data will be destroyed 1 year after the end of the project.

Storage and backup

1. Secondary Data Analysis: The Crime Survey for England and Wales Data will be stored within the UK Data Service Secure Lab, managed by the UK Data Service. Analysis will be stored within the UK Data Service Secure lab in a syntax file whilst work is being carried out and only output approved for release by the UK Data service will be taken out of the secure environment. Output will only be shared with another of the project team that has also been approved by the UK Data Service and has accredited researcher status.

2. Delphi Expert Surveys: The SelectSurvey.NET data will be stored within the relational database. The web server that the survey software is hosted on, and the database server that the survey data is stored in are professionally managed by the University’s IT Virtualisation and Windows Server Team in IT Services. The database is firewalled to ensure that it can only be accessed by the system administrators / developers and by the web server. The responses are stored in a dedicated database, so only the administrators of that database have direct access to any data stored in it.

3. It has been agreed that I will have access to Dropbox for Business via my supervisor if needed for collaborative work.

Selection and Preservation

1. Secondary Data Analysis: The dataset produced from the Crime Survey for England and Wales will be archived with the UK Data Service for 4 years. The data created from the Crime Survey will be lodged with the UK data service under the project name, and will be accessible to those who meet the criteria for access set out by the UK data service. The data will be kept for 4 years. The cleaning and analysis files will be included in the Appendices of the thesis to allow for the analysis to be reproduced at a later date. On completion, this thesis will be available on the University of Manchester PhD repository as an eThesis and will be open access.

2. Delphi Expert Surveys: Data from the Delphi surveys will be kept for 1 year following the end of the project. The data itself may not be useful to reuse however the Participant Information Sheet, Consent Form and Questionnaires will be included in the Appendices and could be used to produce a similar study. On completion, this thesis will be available on the University of Manchester PhD repository as an eThesis and will be open access.
Data Sharing

Data will be shared as agreed in the Consent Form and in line with the Data Management Plan. Once the project is complete, data will not be uploaded to a publicly accessible data repository due to the sensitive nature of the data but will be archived at the UK Data Service and access will rely on meeting the UK Data Service requirements for access. The analysis plan, syntax and results will be made available within the finished PhD thesis which will made Open Access as an eThesis, in line with the University of Manchester Presentation of Theses Policy, on the University of Manchester website.

1. **Secondary Data Analysis:** Data from the Crime Survey for England and Wales 2018/19 secure access dataset (SN7280), will only be shared with supervisors that have undertaken the UK Data Service Safer researcher training and are named on as being included in the project. The data will only be viewed on the computer that has been approved to be used to access the data. If data is shared, it only be shareable using the computer that has been approved to access the data from, which in this case will be the researchers computer in the shared PhD office. Care will also be taken with output, being checked by the researcher and also by the UK Data Service for statistical disclosure before release.

2. **Delphi Expert Survey:** Surveys will be created, managed and analysed using SelectSurvey.NET. It will be brought to the participants attention via the Participant Information Sheet and Consent Form that if they make comments in the free text box, these may be included as quotes in the research output. Any quotes would be attributable to them and referenced. If data is to be shared with supervisors, it will be via Dropbox for Business (It has been agreed that I will have access to Dropbox for Business via my supervisor).