

## Research Ethics Board Application Ethical Review of Research that includes Human Participants

<b>Submission Date:</b> February 29, 2016
<b>Tri Council Policy Statement (TCPS 2) Tutorial Date:</b> January 6, 2015
<b>Most recent review of REB FAQs Date:</b> February 18, 2016
<b>1. RESEARCH TEAM</b>
<b>1.1 Research Title</b>  Stories of Vocational Journeys Lived by AA Members Who Have Maintained Long-Term Sobriety
<b>1.2 Applicant (Student Researcher or Principle Researcher)</b>  Name: Janina Z. Barnett      Phone: (604) 788- 6931      Email: ----  Program: Masters of Arts Counselling Psychology
<b>1.3 Co-Principal Researcher(s) or Faculty Supervisor (Supervising Researcher)</b>  Name: Rosa Wu, Ph.D., R.Psych.      Email:----
<b>1.4 Research Team Members (Investigators/Second Reader/Committee Members/Consultants)</b>  Name: Dr. Danielle Duplassie      Email: dduplassie@gmail.com      Affiliation:  Name:      Email:      Affiliation:
<b>1.5 Research Team Experience</b>  <b>APPLICANT:</b> <ul style="list-style-type: none"> <li>The student researcher has a Bachelor of Arts degree with honours from the University of Waterloo with a major in psychology. She completed an undergraduate thesis, which she presented at two academic conferences. In addition, while the student researcher attended the University of Waterloo she was a research assistant under the direction of Dr. J. LaGuardia. The student researcher collaboratively developed study designs and ethics proposals on the proposed research. She administered protocol, data collection and entry, assessed fidelity of adherence, and monitored progress.</li> <li>For the majority of her attendance at Adler University, she has been employed full time in the Downtown East Side at the Salvation Army Harbour Light's male residential alcohol and</li> </ul>



addiction treatment facility. The student researcher has been involved in the mental health and addiction field since the year 2003.

- The student researcher has read research exploring transtheoretical theory (DiClemente, 2003; Park, Tod, & Lavalley, 2012), happenstance theory (Krumboltz, 2009, 2011), Alcoholics Anonymous (Alcoholics Anonymous, 2012; Gomes & Hart, 2009), maintenance factors in recovery (Gubi & Marsden-Hughes, 2013; Moos & Moos, 2007), quality of work life (Martel & Dupis, 2006), and work in recovery (Blum & Roman, 1985; Doukas & Cullen, 2010; Slaymaker & Owen, 2006).
- The student researcher will be conducting the study in accordance with the requirements for the Master of Arts in Counselling Psychology program at Adler University.

## RESEARCH TEAM:

- The student researcher's thesis advisor, Rosa Wu, Ph.D., R.Psych., is a registered psychologist in British Columbia. She has extensive experience with the narrative methodology, which she utilized to co-construct individual and common themes narratives for her doctoral dissertation.
- The student researcher's second reader, Dr. Danielle Duplassie, is a registered counsellor in British Columbia, the founder and director of The Shanti Counselling Centre. Dr. Duplassie has experience and knowledge of narrative research, and a long history of working with people with a wide range of addictions.

## 1.6 Research Support Members (if applicable)

- N/A

## 2. SUMMARY OF STUDY AND RECRUITMENT

### 2.1 A. Overview of Research Study (Maximum 300 words)

Summarize the research proposal using the following headings 1) Purpose, 2) Research Question or Hypothesis, 3) Rationale, 4) Objectives

#### 1) Purpose:

- To explore how attainment of and abstinence from alcohol and drugs, along with AA involvement, impacts the process of long-term abstinent Alcoholics Anonymous (AA) members' work journeys and quality of work life.

#### 2) Research Questions:

- How has sobriety impacted long-term sober AA members' work experience?
- How has work experience impacted the sobriety of AA members with long-term sobriety?

#### 3) Rationale:

- While the impact of alcoholism on a person's well-being and social interactions have been well documented (Beck, Wright, Newman, & Liese, 1993), the research that has been conducted on the work life of recovered alcoholics does not specifically address the long-term work experience of AA members with long-term sobriety and how it affects their life and sobriety.



- In addition, a gap in the human resource development literature exists regarding the issues relevant to recovery and alcoholism. Specifically, there is no research that examines how individuals with the recovered alcoholic identity successfully negotiate the challenges associated with the work environment (Gedro, Mercer, & Iodice, 2012).
- Unlike previous research, this study will focus on the work experience of AA members with long-term sobriety.

#### **4) Objectives:**

- Uncover how attainment of and abstinence from alcohol and drugs, along with AA involvement, impacts the work journey of AA members with long term sobriety.
- Identify those elements of AA participation, if any, which impact a person's work experience.
- Establish whether there are work aspects that have an impact on a person's recovery. Specifically, this study will identify the stigma- and work-related barriers recovered alcoholics faced, how they faced them, and how they dealt with them.

#### **2.1 B. Summary of Research Procedures (Maximum 500 words)**

Describe in a step-by-step manner the research procedures. The description should include the research methodology (e.g., ethnography, action, narrative, survey), rationale for utilizing this methodology, population, sampling method (e.g. convenience, key informant, snowball), group assignment strategies (e.g., random, by education level, geographic location, age), type of research methodology (e.g., ethnography, action, narrative, survey), analytic strategies, dissemination strategies.

- Qualitative narrative inquiry will be used because it provides participants with the opportunity to tell stories that connect past, present, and future selves in a manner most meaningful to their experience(s) (Riessman, 1993). These complete stories may lead to uncovering the interconnected relationship between sobriety and employment, which is a goal of this study.

#### **Research steps:**

1. Three participants will be recruited using snowball and convenience sampling techniques. AA members known by the student researcher and relevant organizations in Metro Vancouver will be given the Recruitment Poster (Appendix A) and asked to display the poster (see Appendix B). The Recruitment Poster will be posted on a Facebook page dedicated to the study, on [www.craigslist.ca](http://www.craigslist.ca), and [www.kijiji.ca](http://www.kijiji.ca). The research study's Facebook page will not be linked to the student researcher's personal Facebook page.
2. Individuals who respond to the poster will be sent a recruitment email (see Appendix C) that includes more information on the study.
3. To recruit an expert reviewer, the convenience sampling method will be used. An email (Appendix D) along with the Recruitment Poster (Appendix A) will be sent to mental health or human resource professionals who are known to this student researcher as having worked with the population under study.
4. Those that answer the recruitment email will be screened and informed about the study over the phone using the Initial Participant Contact Scripts (Appendices E-G). One peer reviewer



will be recruited from the potential participant list (see Appendix E).

5. Potential participants and reviewers who meet the study's criteria will be sent the appropriate Informed Consent Form (Appendices H-J) to review. Once the document has been signed, the interviews will be scheduled. This document will be reviewed and signed prior to all interviews.
6. At the initial audio-recorded in-person interview, the Informed Consent Form (Appendix H) and the Consent to Audio Tape Form (Appendix K) will be reviewed and participants will be asked to sign the form. This interview will use the Orienting Statement and Interview Guide (Appendix L). A second audio-recorded interview may be scheduled at the participant's request.
7. The audio-recorded interviews will be transcribed by the student researcher following Poland's (2003) approach.
8. Lieblich and colleagues' (1998) holistic-content analysis approach will be used to co-construct the individual narratives for each participant based on the transcriptions.
9. Participants will be given their individual narrative to review before attending a validation interview. All validation interviews are unrecorded and may occur in-person or over the phone. The Validation Interview Guide Questions (Appendix M) will be used by the student researcher. The participants will be given the opportunity to modify the narrative to protect their confidentiality.
10. Lieblich and colleagues' (1998) categorical-content analysis approach will be used to co-construct a common themes narrative.
11. Participants will review the common themes narrative before attending an additional validation interview to give their comments.
12. The peer reviewer and expert reviewer will be sent the common themes narrative to review prior to attending the validation interview. Their comments will be presented as validation checks in the results section of the study.

## 2.2 References

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## 2.3 Inclusion Criteria

### **Inclusion Criteria for General Participants and the Peer Reviewer:**

- Identifies as a recovered, recovering, abstinent, and/or sober alcoholic.
- Meets the diagnostic criteria for Alcohol Use Disorder as stated in the 5<sup>th</sup> edition of the Diagnostic Statistical Manual of Mental Disorders (DSM-V; American Psychiatric Association, 2013).
- Abstinent from alcohol and drugs for a minimum of 20 years.
- Identifies as a member of AA.
- Is an active participant of AA. An active member of AA is defined as one who attends approximately one meeting a week, has a home group, has a sponsor, does service, and does the steps.
- Between the ages of 37 and 75.
- Has worked full-time for a minimum of 1 year while drinking.
- Has worked full-time for a minimum of 10 years while being a sober active member of AA.
- Willing to speak about their alcohol-related, recovery, and work experience.
- Able to speak and read English.
- Comfortable completing 2 to 5 hours of interviews over a one-year period.

These inclusion criteria were selected because:

- Since one of the goals of this proposed study is to uncover challenges of negotiating the work environment as a recovered alcoholic, the qualifying participants must identify themselves as recovered alcoholics and meet the DSM-V criteria of Alcohol Use Disorder (American Psychiatric Association, 2013).
- Consistent with the aforementioned goal, participants must identify as members of AA and be abstinent from alcohol and drugs.
- Individuals with 20 years or more of sobriety have been classified as old-timers (Browenell, 2011). Lack of research exists on individuals with long-term sobriety (Gubi & Marsden, 2013).
- Full-time employment for 10 years during abstinence is required to increase the quantity of experience both in terms of work hours and work pressure, whether it is in job performance or exposure to a drinking environment. Gedro, Mercer & Iodice (2012) state that negotiating the workplace as a sober alcoholic is a lifelong challenge. Though 10 years is not a lifetime, it is a long time.
- The qualifications referring to AA membership and active membership while working will help ensure that the work experience of active AA members will be studied.
- The reasoning behind requiring the experience of working while under the influence is so that participants can speak to the contrast between working while drinking and working while in recovery.





- The age range was determined by considering the minimum legal age to work (Ministry of Labour Employment Standards Branch Province of British Columbia, 2008), retirement age (Government of Canada, 2015), and the specific requirements of this study.
- Requiring participants to be comfortable to speak on the topic helps ensure that the information shared is detailed and authentic so as to result in the validity of the research.
- The English reading and speaking requirement will ensure that participants can thoroughly answer the research questions in order to co-construct accurate and meaningful narratives that are rich in detail.
- Participants need to have the time and stamina available to complete up to five hours of interviews over one year.

\*Note: the peer reviewer assists with validation of the study's data. In order for them to provide authentic validation they need to meet the same criteria to be included in the study.

### **Inclusion Criteria for the Expert Reviewer:**

- Have professional expertise working with employed individuals in recovery from alcohol use disorder.
- Have relevant education, research or teaching experience.
- Speak and read English.
- Are comfortable reading a story for about 1 hour and completing a 30-minute interview over a 12-month period.

## **2.4 Exclusion Criteria**

### **Exclusion Criteria for General Participants and the Peer Reviewer:**

- Participants who do not meet the inclusion criteria.
- Any former clients of the researcher.
- Any former fellow classmates of the researcher.
- AA members who are part of the student researcher's immediate support group (which is made up of a sponsor, sponsees, close AA confidants, and AA home group). Specifically, individuals who the student researcher has associated with outside of AA meetings or functions will be excluded from the study.

These criteria were selected because:

- Interviewing a heterogeneous mix of people allows for a diverse collection of stories, experience, depth, and meaning to ensure the goals of this research are met.
- Former clients and classmates of the researcher and the researcher's AA immediate support group are excluded so as to avoid the possibility of dual relationships.

## **2.5 Recruitment**

- AA members known by this student researcher will be provided with the Recruitment Poster (Appendix A) and will be requested to pass on the information to people they believe may qualify for this study (see Appendix B). The Recruitment Poster (Appendix A) will be





provided by: 1) private email using (email)2) by private message via the student researcher's private facebook account, 3) requesting the email via phone call or text by stating "I am seeking participants to participate in a study on the work experience of AA members with long-term sobriety. Please provide me your email address if you are will to pass on information on the study, that I email you, to people you know who may be interested in participating.", and/or 4) face-to-face (either by chance or scheduled encounter)."

- The Recruitment Poster (Appendix A) and the Recruitment Inquiry Letter (Appendix B) will be emailed or given in person to community centers and churches in Metro Vancouver where AA meetings are held (e.g. the Alano Club, the Vancouver Recovery Club, and the West End Community Center), relevant counseling and service centres (e.g. Three Bridges, Raven Song), as well as local libraries and coffee shops in Metro Vancouver. If permission is granted by these organizations, participants will be recruited through the use of the Recruitment Poster (Appendix A), which could be displayed on-site at these organizations or on their websites or handed out in print form or emailed to anyone who may be interested.
- The Recruitment Poster (Appendix A) will also be posted on the research project's Facebook page dedicated to the study and general listing sites including [www.craigslist.ca](http://www.craigslist.ca) and [www.kijiji.ca](http://www.kijiji.ca) in order to attract additional attention to the study due to the unique requirements necessary for participation in this study. The advertisements will only display the student researcher's email address as a form of initial contact information. Postings will be created and managed by the student researcher only. These postings will act as a form of advertisement for potential participation in the study. Potential participants will be asked to inquire further via email to the email address provided by the student researcher. Potential participants will not be required, nor will be able, to provide any personal information including comments on the research project's Facebook page or on general listing sites.
- With regard to the research project's Facebook page, potential participants will be asked not to reply to postings on the research project's Facebook page. Friends and colleagues of the student researcher may also post a link to the research project's Facebook page on their personal Facebook profiles to increase the number of people who may view the page. Individuals may choose to "like" the page; however, people will not be able to see who has otherwise viewed the page or chosen to participate in the study. The research project's Facebook page security settings will only allow the student researcher to post on the page (i.e Settings-Timeline and Tagging Settings-Who can post on my timeline?-Only me).
- Individuals who have emailed their interest in participating in the current study will be sent a recruitment email (see Appendix C) that includes more information on the study.
- To recruit the expert reviewer, emails will be sent to mental health or human resource professionals who are known to this researcher as having worked with the population under study (see Appendix D).
- The student researcher will reply to the potential participants' and reviewers' emails to set up a telephone screening appointment and/or answer any questions posed by potential participants and reviewers who contact the student researcher via email. The telephone screening appointment will utilize the Initial Participant Contact Scripts (Appendices E-G), which takes participants and reviewers through the inclusion and exclusion criteria for the study as well as the purpose and process of the research.
- Once three participants have been chosen to participate in the study, the remaining potential participants will be notified and asked if they would like to be placed on a wait-list in the event one or more additional participants are required for the study to achieve



comprehensiveness or they are interested in becoming a peer reviewer (see Appendix E). All identifying materials, including contact information, for the individuals who did not meet criteria for participation in the study will be destroyed or erased as soon as it is certain that they will be unable to participate in the research.

## 2.6 Access to Records for Recruitment

Are you accessing records to identify potential participants?

Yes \_\_\_ No   x  

## 2.7 External Approvals

Outline how you will contact and then obtain external approval from institutions or organizations, including Aboriginal communities or international sites. Although approvals do not need to be included with your Application, the REB has an obligation to conduct ongoing ethical review. You may be asked to produce copies of all external approvals during the period in which you are conducting research.

- The student researcher contacted Alcoholics Anonymous regarding the solicitation of AA members to participate in this study. An AA general service staff member suggested to avoid solicitation of participants at AA meetings. In addition, it was noted that participation by AA members was at the individual members' discretion and that anonymity was of utmost importance (Racy Joseph, personal communication, January 22, 2015).
- The student researcher will seek external approval from community centres and churches in Metro Vancouver where AA meetings are held (e.g. the Alano Club, the Vancouver Recovery Club, and the West End Community Center), relevant counseling and service centres (e.g. Three Bridges, Raven Song), as well as local libraries and coffee shops in Metro Vancouver.

The process of gaining external approval will involve:

- Sending the Recruitment Inquiry Poster (Appendix A) and Recruitment Letter (Appendix B) by email or in-person to the administrative person(s) of the relevant churches, community centres, counselling and mental health centres, libraries, and coffee shops in Metro Vancouver. The Recruitment Inquiry Letter (Appendix B) asks interested organizations to let the student researcher know about any formal guidelines, requirements, or processes that would require the student researcher's attention in order to obtain approval. The letter (Appendix B) includes a request that the Recruitment Poster (Appendix A) be displayed on-site and/or online. The letter (see Appendix B) also includes a suggestion that the organization could email and/or hand out in print form the poster (see Appendix A) to individuals who may be interested in participating.

## 2.8 Number of Participants

How many participants do you anticipate recruiting for your Research?

- Three participants will be enrolled in the study to share their experience in one or two initial interviews and to provide feedback in two validation interviews.



- One expert reviewer and one peer reviewer will also be part of this study to provide insight (discussed in detail below).
- **Peer Reviewer:** This person will be required to meet the inclusion and exclusion criteria for the study. The peer reviewer will be an individual who contacts the student researcher after three qualified general participants have been obtained. At this time, the individual will be given the option of being a peer reviewer for the study. If the individual declines they will be given the option to be on a waitlist in the event that alternative or additional participant(s) are required. The student researcher will clearly explain that the role of the peer reviewer is different from that of the three participants.
- The peer reviewer will review the common themes narrative for approximately up to 1 hour after it has been reviewed by the participants. The peer reviewer will provide insight by answering guided questions posed by the student researcher (see Appendix M: Validation Interview Guide Questions, sub-section: Guide Questions for the Validation Interview with Peer and Expert Reviewers) during one 30-minute interview up to one year after providing consent to participate in the study. By reviewing the common themes narrative, the peer reviewer offers important information that provides a validity check in narrative research (Lieblich, Tuval-Mashiach, & Zilber, 1998). While the validation interviews for participants ensure that the common themes accurately reflects the participants' personal experience(s), the validation interview for the peer reviewer gathers information from the general perspective of long-term sober AA members' work experience. The peer reviewer may speak to whether or not the population being studied as a whole might experience some of the themes that are co-constructed in the research.
- **Expert Reviewer:** This person will be an individual in the community who is known to the student researcher as having professional expertise working with employed individuals in recovery from alcohol use disorder (see Appendix D). They will have a relevant education, research, or teaching experience, and will be able to read and speak in English. They will review the common themes narrative and provide insight by answering guided questions posed by the student researcher (see Appendix M: Validation Interview Guide Questions, sub-section: Guide Questions for the Validation Interview with Peer and Expert Reviewers). They will need to be comfortable reading a story for approximately up to 1 hour and completing one 30-minute interview up to one year after providing consent to participate in the study.

If part of a larger study, how many participants will be recruited overall?

- N/A

## 2.9 Deception:

Is deception being used in this research?

Yes \_\_\_\_ No   x  

## 3. FUNDING INFORMATION & CONFLICT OF INTEREST

### 3.1 Source of Funding

- N/A

### 3.2 Restrictions on Information Disclosures

- N/A

### 3.3 Actual or Perceived Conflict of Interest

Do any Research Team Members or their immediate family members have past or current affiliation with an agency, institution, community, or individual that will provide assistance with recruiting sources or participants, data collection sites, participant populations or follow-up assistance for this research? This includes workplaces, volunteer organizations, practicum sites, and community-based groups.

Yes ☒ No       

If yes, please explain the relationships between Research Team Members and the agency, institution, community, or individual in question and indicate how you plan to mitigate actual or perceived conflicts of interest or dual-relationships:

- In the past, this student researcher was working full time at the Salvation Army Harbour Light's residential treatment facility (currently on leave of absence). In the past, this student researcher was affiliated with Living Systems as a practicum student. Though the student researcher has completed all classes at Adler University, she is still enrolled in the thesis courses. In addition, the student researcher is a member of Alcoholics Anonymous and regularly attends AA meetings.
- In order to manage potential dual relationships the student researcher will ask all potential participants in the Initial Participant Contact Script (Appendix E) how they found out about the study and, if applicable, whether or not they are affiliated with Adler University, Living Systems and/or Salvation Army Harbour Light. If there is the potential for a dual relationship between the student researcher and any of the participants, the student researcher will warn potential participants about the potential for a dual relationship and take the following steps necessary to address the potential for any resulting harm, in accordance with the BCACC Code of Ethical Conduct, amended June 21, 2014.
  - Any former clients of the student researcher will be advised that they cannot participate in the research project due to the parameters of the student researcher's roles at either Living Systems and/or Salvation Army Harbour Light (see Appendix E).
  - Any former classmates of the student researcher will also be advised they cannot participate in the research project due to the potential for a dual relationship between the student researcher and participant (see Appendix E).
  - The student researcher's membership in AA is addressed in the Initial Participant Contact Script (Appendix E) and in the Informed Consent (Appendices H & I) by including the following "It is important to note that the student researcher is also an AA member. A dual relationship may exist because of the two roles the student researcher has as a student researcher and AA member. As such, the details of the



study (such as your work experience while being a sober member of AA) will not be discussed at chance meetings outside the scheduled interviews. Furthermore, the researcher will not disclose personal details of her life outside the scope of this study.”

- Any AA members that are part of the student researcher’s immediate support group will be verbally advised they cannot participate in the study (see Appendix E). The student researcher’s AA immediate support group includes her sponsor, sponsees, close confidants, and members of the student researcher’s home group.

Do any Research Team Members or their immediate family members receive personal benefits (e.g. salary, overtime hours, consultant fees, or other financial gain) in connection with this research over and above the direct cost of conducting this study?

Yes \_\_\_ No  x

If yes, please explain and indicate how you plan to mitigate actual or perceived conflicts of interest:

## 4. RISK LEVEL and RISK MANAGEMENT

### 4.1 Determining Level of Risk

- Minimal

Rationale:

- Participants will be informed that they can talk about as much or as little as they feel comfortable with. Thus, for the most part, the interviews will be guided by the participants themselves in response to the research questions posed by the student researcher. Participants will only be asked to discuss experiences they encountered in their day-to-day lives such as their experience navigating work without the use of alcohol. As such, participants will only be discussing areas of their work experience that they are comfortable with and areas that they would most commonly want to share with others when reflecting on their work journey both in and out of recovery.
- Consistent with the experience and activities of their daily lives, participants are asked to share about their experience. At AA meetings, members regularly share their past and present experiences, which may involve intense circumstances and emotions. Therefore, AA members are used to accepting the risk of sharing personal details of their lives with others. This study would represent a minimal increase, if any, in such risk. Since the interviews are not AA meetings, the student researcher will remain in the researcher role by engaging in behaviours associated with managing risks (see section 4.2 Description and Management of Risks) such as informing participants of the purpose of the research, directing participants to the reference list of professionals on the informed consent form, and reminding participants of their support group.
- Only minimal probing questions will be asked by the student researcher in the event that particular aspects of the research questions have not yet been covered.



- The peer and expert reviewers will be asked only to reflect and discuss the common themes narrative, which is based on the common themes in all participants' stories.
- Participants and the reviewer have the AA program and associated support structure in place to rely on when stress is experienced.

## 4.2 Description and Management of Risks

Describe what is known about the risks (harm) of participating in the proposed research and any possible vulnerability that needs to be considered. Indicate how you will address these risks. Include literature related to the risks and the management of risks if relevant. Include any information about discomfort or incapacity that the participants are likely to experience as a result of the research.

Risks to participants and reviewers:

- Through participating in the research study and disclosing personal information, participants and reviewers may encounter a minimal risk of experiencing stress, discomfort, or emotional reactions (Kvale & Brinkmann, 2009). Although participants and reviewers are asked to share only information that they are comfortable disclosing, some participants may experience stress, discomfort, and/or emotional reactions through the process of reflecting on particular past experiences and/or developing new understandings of themselves (Kvale & Brinkmann, 2009).

Management of risks:

- Informing participants and reviewers of their rights to: a) withdraw from the study at any time, b) take breaks during the interviews, c) ask to reschedule the interviews for another time, d) ask that the audio recording device be paused or turned off (for the initial interview only since this is the only interview that is audio-recorded), and e) withdraw their data from the study up to one month after their initial interview(s) have taken place (or up to one week after the validation interviews for the expert and peer reviewers). (Kvale and Brinkmann, 2009).
- All participants and reviewers will be notified in the Informed Consent Form (Appendices H-J) that interviews are not meant to provide personal counselling. However, given the fact that all participants and reviewers encounter a small risk of experiencing stress through participation in the study, a list of counselling services is included as part of the consent form (see Appendices H-J). They will be encouraged to contact the organizations on this resource list should they experience significant distress or wish to explore experiences that arose from the research process.
- Since one of the inclusion criteria is active participation in AA, the participants and peer reviewer have support (e.g. AA meetings, sponsor, other AA members) if needed.
- Making sure that participants and reviewers are fully informed regarding the purpose of the study, the basic research design, the previously mentioned potential risks of participation, and the storage of confidential data before their first interview takes place (Kvale and Brinkmann, 2009).
- Building research-appropriate rapport with and providing a safe, non-judgmental environment for participants to share their stories and experiences without coercion (Kvale and Brinkmann, 2009).





- As a risk management strategy, this study will be retrospective in nature and participants in the study will be asked to share and think back to their work experience in and out of recovery. Moreover, as part of the inclusion criteria for the study, participants and the peer reviewer must be comfortable to speak about their work experience. The expert reviewer must be comfortable to speak about their experience working with the employed recovered alcoholic population.

## 4.3 Anonymity and Confidentiality

If you indicate that you are collecting anonymous or anonymized data online, how you are ensuring the anonymity of participants?

- N/A

Are you collecting information or data that can reasonably be expected to identify participants? If so, how will you protect participants' confidentiality both during (collection and use of information) and after (dissemination of results) the research study?

- When potential participants and reviewers initially contact the student researcher, their contact information will be written on a paper copy of the Initial Participant Contact Scripts (Appendices E-G). This document will be stored in a locked filing cabinet at the student researcher's place of residence during the study and for five years after the study's completion. The Informed Consent Forms (Appendices H-J) and Consent to Audio Tape Form (Appendix K) will also be stored securely in the same locked filing cabinet at the student researcher's place of residence during the study and for five years after the study's completion.
- Audio recordings will only be transcribed by the researcher in a private space at the student researcher's home in order to reduce the risk that a person outside of the study might recognize participant-identifying information in a public setting. Electronic audio recordings and transcriptions will be stored in computerized files on password protected USB drives and stored in a locked filing cabinet at the student researcher's place of residence both during and after the research study. Only the student researcher and her thesis advisor will have access to the audio recordings and transcriptions.
- Participants and reviewers will be asked to adopt a pseudonym for the purposes of the study, which will be referred to during the interview process. The participants' pseudonym will also be used in all transcriptions and narratives. Participants' and reviewers' real names or initials will not appear in any versions of the completed study. The participants' real names will only be connected to their chosen pseudonyms on the Consent to Audio Tape Form (Appendix K). The peer reviewer and expert reviewers' real names will only be connected to their chosen pseudonyms on the Informed Consent Forms (Appendices I-J). All signed forms will be stored securely in a locked filing cabinet in the student researcher's place of residence during and after the completion of the study.

How will you ensure that participants cannot be identified or re-identified through demographic data and/or direct quotes and/or participant descriptions (e.g. job description) in any dissemination of your research (including thesis or dissertation)?

- Although pseudonyms will be used throughout the study to protect the identity of participants, there remains a chance that family members, colleagues or other acquaintances





may be able to identify participants based on direct quotes or personal anecdotes shared in their interview(s). Participants will be made aware of this possibility in the Informed Consent Form (Appendix H) and they will have the opportunity to tell the student researcher if they wish to remove or alter any potentially identifying direct quotes or personal anecdotes in their personal narratives or in the collective narrative.

- Though personal identification is less likely for the reviewers, they will also be made aware of this possibility in the Informed Consent Forms (Appendices I-J) and they will have the opportunity to tell the student researcher if they wish to remove or alter any potentially identifying direct quotes or personal anecdotes shared when reflecting on participants' collective narratives.

What, if any, limits to confidentiality are considerations in your research, what is your rationale for including them, and how will they be communicated to participants?

- Limits to confidentiality will exist if a participant and reviewer disclose abuse of a child or vulnerable adult, or of a clear risk of imminent harm towards herself or someone else – in which case the student researcher would have a duty to report. In addition, if the researcher receives a court order or subpoena, she would be legally obligated to comply.
- The student researcher will orally review the confidentiality agreement in the Informed Consent Forms (Appendices H-J) at the beginning of the first interview with participants and reviewers. The student researcher will remind participants of the limits to confidentiality and her obligation towards reporting at the beginning of any following interviews. The confidentiality section (Appendices H-J) reads as follows:

Limits to Confidentiality: All identifying information from this study will be kept strictly confidential unless any of the following conditions are present:

- A) If a child or vulnerable adult is at risk of abuse or neglect and is unable to seek help, or is in need of protection.
- B) If you or another person is at clear risk of imminent harm.
- C) If I am required to comply with a legal order such as a court order or subpoena.
- D) Due to the small number of participants in this study, someone who reads published material about this study may identify you from information in the narratives. Due to the personal nature of the study, this risk is unavoidable. Thus, confidentiality cannot be guaranteed. To reduce this risk, pseudonyms will be used. You will be able to revise or remove parts of your individual narrative that may be too identifying. (*Section D only appears in Appendix H.*)

#### 4.4 Benefits

The benefits to participation include:

- Experiencing validation, satisfaction and/or other positive emotions have been associated with sharing one's story (Lieblich et al., 1998). By engaging in self-reflexivity through participation in the research, participants may also develop new insights regarding the experience(s) that they chose to disclose and explore. For example participants may experience validation and/or positive emotions about their work experiences and/or recovery.
- The exploration of what participants take away from their experience in the research is a crucial component of the narrative methodology (Riesmann, 1993). Validation interviews will provide participants with an opportunity to reflect on how they may have benefited from participating in the research (see Appendix M: Validation Interview Guide Questions).
- Though they are not revealing as much personal in-depth information, reviewers are expected to receive the same aforementioned benefits as participants for the same reasons.
- The study may also benefit counsellors, other mental health professionals, and individuals working in human resources who work with employed recovered alcoholics. The study could provide valuable information to the mental health and human resource professions regarding the ways in which recovered alcoholics experience their career development and working environment.
- Pragmatic value or "the extent to which a particular study becomes the basis for others' work" (Riessman, 1993, p. 68) is an important validation criterion in the narrative methodology. Perhaps this study will lead to further research regarding work and recovery.
- The study could provide valuable information to mental health and human resource professions regarding the importance of intervention with issues that arise from being a recovered individual in the work force (e.g., stigma and pressure to partake in work events involving drinking).
- Lastly, the findings of this research may also be applied to new therapies, treatment plans, human resource policies, and/or ways of conceptualizing working with employed recovered alcoholics.

#### 4.5 Peer Review

- N/A

### 5. PARTICIPANT INFORMATION AND CONSENT PROCESS

#### 5.1 Sites for Study

- A mutually agreed upon location such as a private room at Adler University, at a library, or at a community centre will be chosen as a site to collect data. All public private rooms will be booked and the student researcher will ensure it is a closed off space with privacy (e.g. a space with a door to close to create privacy).

## **5.2 Time Requested of Participants**

How much time will each participant be asked to dedicate to the research study?

- The total time requested of participants will be 2 – 5 hours.
- Participants will be invited to participate in one in-person, audio-recorded interview lasting approximately 60 – 120 minutes. This initial interview will utilize the Orienting Statement and Interview Guide (Appendix L). If any participant(s) express that they were unable to share their stories to a satisfactory level and wish to have more time, then an additional audio-recorded interview lasting approximately up to 60 minutes will be scheduled.
- Once the initial interviews are complete, participants will be invited to take part in two validation interviews, which will utilize the Validation Interview Guide Questions (Appendix M). The first validation interview, which will ask participants to review their individual narratives, will last approximately 30 – 60 minutes. The second validation interview, which will ask participants to review the common themes narrative, will last approximately 30 – 60 minutes.
- Due to the fact that it is difficult to predict the amount of time it will take to recruit all of the participants for the study and complete the second validation interviews, potential participants will be notified that their participation is expected for up to one year.
- The total time requested of the peer and expert reviewers will be up to 1.5 hours per reviewer over one year. This time includes the 30-minute validation interview to review the common themes narrative as well as up to 1 hour of reading and reflecting on the common themes narrative prior to the interview. Potential peer and expert reviewers will be notified that their participation is expected for up to one year to ensure that there will be enough time to complete the second round of validation interviews.

## **5.3 Reimbursements and Incentives for Participation**

- Upon the first meeting with the student researcher, participants will receive a \$50 honorarium as compensation for their travel expenses and time at the beginning of the first interview.
- The peer reviewer will receive a \$20 honorarium after informed consent has been reviewed (see Appendix I) at the beginning of the face-to-face validation interview. If the validation interview is being conducted over the phone, a \$20 honorarium will be mailed to the peer reviewer after the student researcher has received a signed Informed Consent Form for the Peer Reviewer (Appendix I).
- The honorarium will be provided in the form of gift cards to Starbucks, Safeway, or London Drugs. The participants and peer reviewer will have the opportunity to tell the researcher what their preferred gift card would be at the end of the telephone screening conversation following the Initial Participant Contact Scripts (Appendices E & F). The participants and reviewer will be allowed to keep the gift card even if they withdraw from the study.
- The expert reviewer will not receive any gift or payment because of their professional duty of contributing to the advancement of society.

## **5.4 Assessment of Capacity**

### **A. Initial assessment of capacity for the purposes of informed consent**

Will every participant have the capacity to give fully informed consent on his/her own behalf?

Yes ☒ No ☐

Rationale:

- Capacity to give fully informed consent will be determined at the time of screening and again during the process of informed consent before the interviews commence. Participants and reviewers will give full informed consent on their own behalf. Participants and reviewers will be emailed, faxed or mailed an invitation letter (Appendices C & D) and the informed consent form (Appendices H-J). After reading such information, they will be asked to reply and state if they agree or refuse to participate.
- Participants in the study will be of legal age and will be required to be comfortable completing up to five hours of interviews over a 12-month period as a criterion for the study before providing initial consent to participate. The peer and expert reviewers will also be of legal age and will be required to be comfortable completing one 30-minute interview up to 12-months as a criterion for participating in the study before providing initial consent to participate.
- The screening statements used in the Initial Participant Contact Scripts (Appendix E-G) will also be used to assess capacity before the first interview with each participant and the validation interview with the peer reviewer and the expert reviewer.

### **B. Ongoing assessment of capacity**

How will capacity be assessed throughout the research if the participants' involvement goes beyond a single interview or completion of a questionnaire?

- The student researcher will assess the participants' capacity to provide informed consent for continued participation in the study each time that she meets with the participants. At the start of the first and second validation interviews the Informed Consent Form for Participants (Appendix H) will be provided to participants and they will be asked to give their verbal consent as an expression of their desire to continue participating in the study. Capacity to give consent will also include the assessment of any potential impairments (e.g. being under the influence of drugs and/or alcohol).
- If it seems plausible that any participant's capacity to provide continued informed consent is impaired, the student researcher will assess the participant's capacity to provide consent by asking the participant to explain what they consented to.

## **5.5 Explanation of Consent Forms to Potential Participants**

How will the Informed Consent Form be reviewed?

- The Informed Consent Forms (Appendices H-J) will be emailed, mailed, or faxed to potential participants and reviewers following an initial telephone screening with the student researcher utilizing the Initial Participant Contact Scripts (Appendices E-G). The Initial Participant Contact Scripts (Appendices E-G) provide an overview of the research purpose and process.
- For potential participants, the Informed Consent Form (Appendix H) will be discussed thoroughly and potential participants will have the opportunity to ask the student researcher any further questions about the study before the audio-recorded initial interview begins.



Following this conversation, potential participants may choose to sign the informed consent form, thereby providing formal consent to participate in the study. The Consent to Audio Tape Form (Appendix K) will also be thoroughly discussed with potential participants at this time and will require potential participants' signatures in order for the initial interview process to move forward.

- For the peer and expert reviewers, the Informed Consent Forms (Appendices I & J) will be discussed thoroughly and any questions that potential peer and expert reviewers have regarding the study will be addressed. If the peer and/or expert reviewer wishes to complete their validation interview in-person, they may choose to sign the informed consent form and provide formal consent to participate in the study at the beginning of the validation interview. If the peer and/or expert reviewer prefers to complete their validation interview over the phone, a signed informed consent form will need to be received by the student researcher prior to the start of the validation interview.
- For participants who signed the informed consent form at the beginning of their initial audio-recorded interview(s), a brief review of the informed consent form will take place at the beginning of both the first and second validation interviews. A copy of the Informed Consent Form for Participants (Appendix H) will be made available and the participants will be asked to review the informed consent form and provide verbal consent if they wish to continue to participate in the study and the validation interviews. Any questions that the participants have at this time will also be answered.

How much time will the participants have to review the Informed Consent Form?

- Potential participants and reviewers will have up to 10 days after the student researcher has sent the informed consent form to review the informed consent form and contact the student researcher to ask any questions and/or confirm their interest in participating in the study. If after 10 days the student researcher has not been contacted, the student researcher will contact the potential participants and reviewers by phone or email (method of contact will be chosen by participant) as discussed during the initial contact with potential participants.

## 5.6 Explanation of Assent Forms to Potential Participants

Will you be using Assent Forms in your research?

Yes \_\_\_ No  x

If yes, explain your process for presenting and completing the Assent Form, including who will be involved in each step: general process for assent:

- N/A

## 5.7 Assistance with Consent

- N/A

## 5.8 Translation

Will any of your recruitment, consent or other documents be available in a language other than English?

Yes \_\_\_ No **x**

Will interactions with participants be taking place in any language other than English?

Yes \_\_\_ No **x**

If Yes to either or both questions, provide information regarding the translation process.

- N/A

### **5.9 Withdrawal of Data**

How will participants be informed of their right to request their data be withdrawn from the study and how will you remove the data?

- Participants will be informed that they have the right to withdraw their participation from the study at any time throughout the interview process. They will also be informed of their rights to withdraw their data from the study up to one month after their audio-recorded interview(s) has/have been completed. Peer and expert reviewers will also be informed of their rights to withdraw their data from the study up to one week after their validation interview has been completed. Participants' and reviewers' rights to withdraw as a participant in the study and/or to withdraw their data from the study will be discussed in the Initial Participant Contact Scripts (Appendices E-G). Prior to the initial interviews, these rights will be reinforced again in the Informed Consent Forms for the participants and reviewers (Appendices H-J). If a participant or reviewer withdraws their participation from the study but chooses not to withdraw their data from the study within one month after their audio-recorded interview(s) (for participants) or one week after the validation interview (for peer and expert reviewers), their data may still be used in the research. In the event that this occurs, participants will be given the same opportunity to review their individual narrative and speak with the student researcher to request changes and/or the removal of information that may be personally identifying.
- Participants and reviewers will be reminded of their rights to withdraw their participation and/or data from the study should they demonstrate significant emotional distress. Participants and reviewers are asked to inform the student researcher within one month after their audio-recorded interview(s) (for participants) or one week after their validation interview (for peer and expert reviewers) to ensure that the student researcher will not have to remove data after analysis and/or recruit additional participants at the end of the research process.

### **5.10 Summary of Results to Participants**

How will you provide a summary of results to participants – including strategies for maintaining anonymity if that has been included in informed consent process?





- During the process of informed consent, participants and reviewers will be told they can request to receive an electronic copy of the student researcher's completed master's thesis (see Informed Consent Forms Appendices H-J).
- Anonymity will be maintained by referring to participants and reviewers only by their pseudonym in any and all publications of the research study.
- Prior to the study's publication, participants will be given the opportunity to let the student researcher know what parts in their individual narrative, if any, may be too identifying and therefore need to be revised or removed.

## 6. SECURITY OF INFORMATION AND DATA

### 6.1 Access to Information or Data by Persons within Adler University – Vancouver Campus

During data collection and analysis, who will have access to information collected or data related to your research study?

- The student researcher and her thesis advisor Rosa Wu, Ph.D., R.Psych., will be the only persons with access to the data.

How will all of those who have access to that information or data be made aware of their responsibilities to protect confidentiality?

- The responsibility to protect data confidentiality has been discussed and will continue to be discussed between the student researcher and her thesis advisor.

Please describe in detail what information or data will be transferred among researchers (including research team and transcription services etc.) during data collection and analysis?

- During research, information collected, transcriptions of the audio-recorded interview sessions, the individual narratives, and the collective narratives will be shared with the student researcher's advisor Rosa Wu, Ph.D., R.Psych. These will be transferred between the student researcher to Rosa Wu, Ph.D., R.Psych. using a password protected USB.

How will you maintain confidentiality concerning participants' identities and how will you communicate this to participants?

- Participants and reviewers will be made aware of what information or data will be available, how it will be transferred and stored, and how their identities will be protected. This information will be explained in the informed consent forms (see Informed Consent Forms, Appendices H-J and application section 6.3).

### 6.2 Access to Information or Data by Persons Outside of Adler University – Vancouver Campus

Will any information collected during or raw data relating to your research study be available to persons or agencies outside of Adler University-Vancouver Campus?

Yes ☐ No ☒



If yes, describe in detail what information or data will be available, how it will be transferred and stored, how participants' identities will be protected, and how you are communicating this to participants.

- N/A

### **6.3 Post- Study Storage and Security of Data**

During your research, how will data be secured (original and back-ups)? Please include information on storage and deletion of participant's contact information, where applicable, as well as data collected during research.

- During the research study, electronic data and back-up electronic data (including audio recordings, transcriptions, and narratives) will be stored in computerized files on a password protected USB drive. Copies of these files will be backed-up on a second password protected USB drive. These USB drives will be stored in a locked filing cabinet at the student researcher's place of residence at all times unless they are being used by the student researcher. All paper copies of forms and documents (including signed consent forms, transcriptions, interview notes, data analysis, and any materials with participant- and reviewer-identifying information) will be stored in the same locked filing cabinet at the student researcher's place of residence when not in immediate use.

After research (collection, use, dissemination) has been completed, how will different forms of data (original and back-ups) be stored and how will you maintain storage security for 5 years? If data will be kept on the Web, what precautions have been taken to keep it secure?

- For five years after the research study has been completed, electronic data (including audio recordings, transcriptions, and narratives) will be stored in computerized files on password protected USB drives, which will be stored and locked in a filing cabinet at the student researcher's place of residence. All paper copies of forms and documents (including signed consent forms, transcriptions, data analysis, and any materials with participant- and reviewer-identifying information) will be stored in the same locked filing cabinet at the student researcher's place of residence for five years.
- Participants' and reviewers' identities will be protected by referring to them only by their pseudonym in any and all publications of the research study.
- After the data has been stored for five years, all electronic files will be permanently erased from the password protected USB drives by the student researcher. Additionally, all hard copies of forms and documents will be shredded after five years by the student researcher.

### **6.4 Future Use of Data**

- N/A

**7. APPLICATION SUBMISSION****7.1 Process for Submitting REB Application****7.2 Appendices**

Appendices must be included for all verbal or written communication with external institutions or agencies (including collaborators), key informants or other recruitment sources, potential participants and participants. They must be included in the chronological order they will be used during your research. The labelling (Appendix A; Appendix B; and so on) must match the labelling in your Application.

Appendices include, but are not limited to:

- Initial contact with external institutions or agencies.
- Letters of support from collaborating or supporting agencies or institutions.
- Recruitment materials, including verbal scripts, emails, internet messages, etc.
- Scripts or emails for initial contact with participants, including acceptance or refusal
- Informed Consent Forms or verbal scripts.
- Assent Forms.
- Data collection instruments, guides, questionnaires, etc., including preliminary scripts.
- For on-line research, information concerning the software platform you will be using (e.g. HostedInCanada; Fluid Surveys) including information concerning issues such as privacy, future storage of data, randomization of participants. See FAQs for all questions concerning using on-line data collection methods.
- Deception Forms and any scripts for debriefing.
- Peer review reports if required.
- Confidentiality agreements for research team members and/or staff.
- Emails from translation research assistants including qualifications and availability.

**Insert all Appendices below in the chronological order they will be used during your research:**

**Appendix A: Recruitment Poster**

A Research Study Exploring

**STORIES OF VOCATIONAL JOURNEYS LIVED BY AA MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY**

Janina Barnett is a student in the Master of Arts in Counselling Psychology program at Adler University in Vancouver, BC. She is conducting a master's level research study under the supervision of Rosa Wu, Ph.D., R.Psych.

***We invite you to participate if you:***

- Consider yourself to be a recovered, recovering, abstinent, and/or sober alcoholic.
- Are abstinent from alcohol and drugs for a minimum of 20 years.
- Consider yourself a member of AA.
- Is an active participant of AA. An active member of AA is defined as one who attends approximately one meeting a week, has a home group, has a sponsor, does service, and does the steps.
- Are between the ages of 37 and 75.
- Have worked full-time for a minimum of 1 year while drinking.
- Have worked full-time for a minimum of 10 years while being an active sober member of AA.
- Are willing to speak about what your alcohol-related, recovery, and work experience was/is like.
- Are able to speak and read English.
- Are comfortable completing 2 to 5 hours of interviews over a one-year period.

***Participation in the study will involve:***

- Talking about your thoughts, feelings, understanding and experience of working while drinking and in recovery.
- A 2- to 5-hour time commitment that includes:
  - o One confidential, in-person, 60- to 120-minute audio-recorded interview (with a second follow-up 60 minute interview if necessary);
  - o Two validation interviews discussing the study's findings in-person or over the phone:
    - **The 1st interview = 30 to 60 minutes.**
    - **The 2nd interview = 30 to 60 minutes.**

The results of the study will published in a thesis document and shared with the participants.

***\*\*Participants will receive a \$50 gift card as an honorarium for participation and travel expenses at the beginning of the first interview\*\****



**ADLER UNIVERSITY**

1090 West Georgia Street, Suite 1200  
Vancouver, BC V6E 3V7 Canada

tel 604.482.5510  
fax 604.874.4634

**FOR INFORMATION PLEASE EMAIL**

**JANINA at:**

**Appendix B: Recruitment Inquiry Letters****Agency Recruitment Inquiry Letter**

To Whom It May Concern,

My name is Janina Barnett, and I am a graduate student in the Master of Arts in Counselling Psychology program. I attend Adler University in Vancouver, B.C. For my degree, under the supervision of Rosa Wu, Ph.D., R.Psych., I am conducting a study. The study is about the work experience of long-time sober individuals who are members of Alcoholics Anonymous.

I am writing to inquire about the possibility of advertising to recruit participants through your organization. Please let me know if this is at all possible. If so, please specify any guidelines/requirements your organization has for research recruitment. I am happy to answer any questions you might have about this study. I can also provide information about the institutional standards of my school.

This research will involve a time commitment of 2 to 5 hours over 3 to 4 interviews. These interviews include:

- 1) One in-person, audio-recorded interview for about 60 to 120 minutes.
- 2) A second 60-minute interview if necessary.
- 3) Two validation interviews in-person or over the phone:
  - a. The 1<sup>st</sup> validation interview for about 30 to 60 minutes.
  - b. The 2<sup>nd</sup> validation interview for about 30 to 60 minutes.

A validation interview is where the participants give feedback on the data collected from the interviews.

Additional potential participants will be notified and asked if they would like to participate in the study as a peer reviewer. The peer reviewer will be required to meet the inclusion and exclusion criteria for the study. They will review the common themes narrative and will provide insight on the findings by answering guided questions posed by the student researcher. If additional potential participants do not wish to participate as a peer reviewer, or a peer reviewer has already been selected, they will be asked if they would like to be placed on a waitlist.

Please find attached to this email an informational poster about this study. This poster could be displayed on-site, on your organization's website and/or social media outlets. It could also be handed out in print form and/or emailed to anyone who may be interested in participating. Please do not hesitate to contact me if you would be willing to assist me with the recruitment of participants for this study. I am available to answer any questions or potential concerns in person, via email, or over-the-phone.

Thank you for your time and consideration,

Janina Barnett



M.A. in Counselling Psychology Student  
Thesis Advisor: Rosa Wu, Ph.D., R.Psych.  
Adler University  
Phone  
email

## Individual Recruitment Inquiry Letter

To Whom It May Concern,

My name is Janina Barnett, and I am a graduate student in the Master of Arts in Counselling Psychology program. I attend Adler University in Vancouver, B.C. For my degree, under the supervision of Rosa Wu, Ph.D., R.Psych., I am conducting a study. The study is about the work experience of long-time sober individuals who are members of Alcoholics Anonymous.

I am writing to inquire if you are aware of anyone who may be interested in participating in this study and if you would forward information on this study to them.

This research will involve a time commitment of 2 to 5 hours over 3 to 4 interviews. These interviews include:

- 1) One in-person, audio-recorded interview for about 60 to 120 minutes.
- 2) A second 60-minute interview if necessary.
- 3) Two validation interviews in-person or over the phone:
  - a. The 1<sup>st</sup> validation interview for about 30 to 60 minutes.
  - b. The 2<sup>nd</sup> validation interview for about 30 to 60 minutes.

A validation interview is where the participants give feedback on the data collected from the interviews.

Additional potential participants will be notified and asked if they would like to participate in the study as a peer reviewer. The peer reviewer will be required to meet the inclusion and exclusion criteria for the study. They will review the common themes narrative and will provide insight on the findings by answering guided questions posed by the student researcher. If additional potential participants do not wish to participate as a peer reviewer, or a peer reviewer has already been selected, they will be asked if they would like to be placed on a waitlist.

Please find attached to this email/private Facebook message an informational poster about this study. This poster could be emailed/sent by private Facebook message or handed out in print form to anyone who may be interested in participating. Please do not hesitate to contact me if you would be willing to assist me with the recruitment of participants for this study. I am available to answer any questions or potential concerns in person, via email, or over-the-phone.

Thank you for your time and consideration,



Janina Barnett  
M.A. in Counselling Psychology Student  
Thesis Advisor: Rosa Wu, Ph.D., R.Psych.  
Adler University  
Phone  
Email



**Appendix C: Recruitment Email to Participants**

Hello,

My name is Janina Barnett and I am a M.A. in Counselling Psychology student at Adler University in Vancouver, BC. I am conducting a study under the supervision of Rosa Wu, Ph.D., R.Psych., as part of the requirements of my master's degree. **The study is about the work experience of Alcoholics Anonymous members with long-term sobriety.**

This research will involve 3 or 4 meetings with me over a period of one year. The first meeting will last one to two hours. I will ask you to talk about how your sobriety has impacted your employment and how your work has impacted your sobriety (e.g. thoughts, feelings, and experiences). You may request to meet me for another 60-minute interview to talk about anything you might have missed in the first interview. I will be audio-recording these interviews and I will ask that we meet in person. Next, I will summarize your story and will phone you or meet with you in-person for 30 to 60 minutes to make sure you agree and are comfortable with what I have written. I will summarize the stories of all of the participants in the study and send this summary to you. I will phone you or meet with you in-person for 30 to 60 minutes to hear your feedback on the participants' summary. A peer reviewer and expert reviewer will then review the overall themes found in the research. Participants will receive a \$50 gift card to Safeway, Starbucks, or London Drugs for participating in the study.

Should you be interested, please contact me by email. If I hear from you after all the participant spots have filled, I may ask if you would be interested in being placed on a waitlist or participating as a peer reviewer. The peer reviewer will be asked to read and reflect on the common themes narrative for one hour over a two-week period. The peer reviewer will then meet with me for the second 30-minute interview only. This person will share how well he/she feels that his/her experiences are represented in the collective story that includes all of the participants. The peer reviewer will receive a \$20 gift card to Safeway, Starbucks or London Drugs for participating in the research process.

I am conducting this study to understand how AA members who identify themselves as recovered, recovering, abstinent, or sober alcoholics make sense of and tell stories about their experiences of being employed in recovery.

**I invite you to participate in this study if you:**

- Consider yourself to be a recovered, recovering, abstinent, and/or sober alcoholic.
- Are abstinent from alcohol and drugs for a minimum of 20 years
- Consider yourself a member of AA.
- Is an active participant of AA. An active member of AA is defined as one who attends approximately one meeting a week, has a home group, has a sponsor, does service, and does the steps.
- Are between the ages of 37 and 75.
- Have worked full-time for a minimum of 1 year while drinking.
- Have worked full-time for a minimum of 10 years while being an active sober member of AA.



- Are willing to speak about what your alcohol-related, recovery, and work experience was/is like.
- Are able to speak and read English.
- Are comfortable completing 2 to 5 hours of interviews over a one-year period.

If you are interested in my study please take a look at the poster attached to this email. If you want to learn more about my study or would like to participate, please reply to this email.

Thank you for your time and consideration,

Janina Barnett  
M.A. in Counselling Psychology Student  
Thesis Advisor: Rosa Wu, Ph.D., R.Psych.  
Adler University  
email

**Appendix D: Recruitment Email to Expert Reviewer**

Hello,

My name is Janina Barnett and I am a M.A. in Counselling Psychology student at Adler University in Vancouver, BC. I am conducting a study under the supervision of Rosa Wu, Ph.D., R.Psych., as part of the requirements of my master's degree. **The study is about the work experience of Alcoholics Anonymous members with long-term sobriety.**

This research asks you to read a story for about 1 hour and then share your thoughts in a 30-minute interview.

Participants in the study will be sharing their stories of their work experience while dependent on alcohol and as AA members in recovery. The student researcher will develop a story that summarizes the themes discussed by all the participants. This is called a common themes narrative. You will be able to read this story over 2 weeks. After 2 weeks, a 30-minute validation interview will be scheduled. This interview can be in-person or over the phone. It will not be recorded. You will be invited to discuss how well the common themes narrative represents the work experience of AA members with long-term sobriety. You will also be encouraged to express your opinion about the common themes narrative.

The information from the validation interview will be summarized briefly in the results section of the study. Participants will only be referenced by their chosen pseudonym (false name) in all publications.

You will be asked to spend up to **1.5 hours of your time over 1 year.**

Should you be interested, please contact me by email.

I am conducting this study to understand how AA members who identify themselves as recovered, recovering, abstinent, or sober alcoholics make sense of and tell stories about their experiences of being employed throughout their sobriety.

**I invite you to participate in this study as an expert reviewer if you:**

- Have professional expertise working with employed individuals in recovery from alcohol use disorder.
- Have relevant education, research or teaching experience.
- Speak and read English.
- Are comfortable reading a story for about 1 hour and completing a 30-minute interview over a 12-month period?

If you would like to participate in my study please take a look at the poster attached to this email. If you want to learn more about my study or would like to participate as an expert reviewer, please reply to this email.

Thank you for your time and consideration,



**ADLER UNIVERSITY**

Janina Barnett

M.A. in Counselling Psychology Student

Thesis Advisor: Rosa Wu, Ph.D., R.Psych.

Adler University

email

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Vancouver, BC V6E 3V7 Canada

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**Appendix E: Initial Participant Contact Script**  
**STORIES OF VOCATIONAL JOURNEYS LIVED BY AA**  
**MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY**

**Initial Participant Contact Script**

*(If the potential participant is known to this writer as not having the qualifications needed to participate in this study, I will utilize the following script.)*

- Thank you very much for your interest in my study. Unfortunately I am only able to invite individuals who meet the necessary participant criteria. I appreciate both your time and interest in participating.

*(If the potential participant is part of the student researcher's support group then the following script will be used.)*

- Thank you for your interest in this study. Unfortunately since you are part of my support group you are unable to participate in the research project due to the potential for a dual relationship between you and myself. A dual relationship exists because I would be associated with two roles, one of your AA peer and the other of student researcher. I appreciate your interest in this study.

*(The following script will be used for the remainder of the potential participants.)*

- Thank you for your interest in the current study. My name is Janina Barnett and I am a master's student in the counselling psychology program at Adler University. I am conducting this study as part of the requirements for my master's thesis under the supervision of Rosa Wu, Ph.D., R.Psych.
- Before we get started, I would like to ask how you heard about this study? Also, are you or have you been affiliated with any of the following organizations? Living Systems, Salvation Army Harbour Light, and/or Adler. If yes, How?

*(If the potential participant states that they were a client or class mate of the student researcher, I would read the following script.)*

- Thank you for your interest in this study. Unfortunately prior clients/classmates of mine are unable to participate in the research project due to the potential for a dual relationship between you and myself. A dual relationship exists because I would be associated with two roles, one of your previous counsellor/classmate and the other of student researcher.

*(If the potential participant states that they were a) associated with the aforementioned companies, but not a client/classmate of the student researcher, or b) if the potential participant states that they were not associated with the aforementioned companies, nor a classmate of the student researcher, or c) if the potential participant knows the student researcher from attendance at meetings, then I will read the following script.)*

- It is important to note that the student researcher is also an AA member. A dual relationship may exist because of the two roles the student researcher has as a student researcher and AA member. As such, the details of the study (such as your work



experience while being a sober member of AA) will not be discussed at chance meetings outside the scheduled interviews. Furthermore, the researcher will not disclose personal details of her life outside the scope of this study. This being said, are you still interested in participating in this study?

*(If the potential participant states that they are not interested in participating in the study I will thank them for their time and consideration. If they state they are interested I will continue with the screening.)*

- Now, I would like to ask a few questions to make sure you meet the participation criteria for this study.
  1. Do you consider yourself to be a sober, recovered, recovering, or abstinent alcoholic?
  2. Do you have 20 years or more of abstinence from alcohol and drugs?
  3. Do you consider yourself a member of Alcoholics Anonymous?
  4. Are you an active participant of AA? An active member of AA is defined as one who attends approximately one meeting a week, has a home group, has a sponsor, does service, and does the steps.
  5. Did you work full-time while drinking for a year or more?
  6. Did you work full-time while being an active sober member of AA for 10 years or more?
  7. Are you between the ages of 37 to 75?
  8. Are you willing to speak about your work experience while drinking and while in recovery?
  9. Can you speak and read English? and
  10. Are you comfortable completing two to five hours of interviews over a one-year period?

*(If the individual replies “no” to any of the above inclusion criteria questions, I will utilize the following script.)*

- Thank you very much for your interest in my study. Unfortunately I am only able to invite individuals who meet the necessary participant criteria. I appreciate both your time and interest in participating.

*(If the individual replies “yes” to all the questions (1 to 10), I will move on to assess whether they experienced alcohol use disorder prior to abstinence and the severity of the alcohol use disorder)*

- Next, I am going to ask you some questions regarding your alcohol use. Answer these questions by remembering a one year period when you were drinking. This 12-month period can be when you were drinking the most and/or the year immediately prior to your sobriety date. *(Adapted from the DSM-V criteria and the MAST.)*
  1. Did you drink more than you wanted to or longer than you wanted to?
  2. When drinking, were you able to stop drinking when you wanted to? Did you have a persistent desire to cut down or stop drinking?
  3. Did you spend a great deal of time in activities necessary to obtain alcohol, use alcohol, or recover from its effects?



4. Did you experience cravings, or a strong desire or urge to drink?
5. Did you neglect your responsibilities, your family, or your work for two or more days in a row because you were drinking?
6. Did you continue to drink even though you experienced social or relationship problems that were caused or made worse by the effects of alcohol?
7. Did you give up important social, work, or spare-time activities because of alcohol use?
8. Did you continue to drink even though it was physically dangerous? For example continually getting into fights while drunk, or driving after drinking.
9. Did you continue to use alcohol even though you knew you had a persistent or recurring physical or psychological problem that was likely caused by or made worse by alcohol? Such as liver problems, severe shaking, hearing voices or seeing things that were really not there.
10. Did you drink more in order to reach the effect you wanted from alcohol? Or were the effects of alcohol reduced when you drank the usual amount?
11. After stopping heavy drinking and drinking after a long time, did you experience two of the following?: Sweating or heart rate faster than 100 beats per minute; increased hands shaking; not being able to sleep; feeling sick to your stomach or throwing up; seeing, hearing, or feeling things that are not real; physical actions that you do not mean to do and have no purpose such as pacing around the room; anxiety; and, sudden, violent, irregular movements of the body?

*(If the individual does not answer yes to two of questions 1 to 11, I will utilize the following script.)*

- Thank you very much for your interest in my study. Unfortunately I am only able to invite individuals who meet the necessary participant criteria. I appreciate both your time and interest in participating.

*(After the individual answers all of questions 1 to 11 and at least two have been answered affirmatively, I will move on to assess the duration of abstinence.)*

- Now I have some questions regarding the number of years you have been sober.
  1. What is your sobriety date?
  2. At any time during your sobriety did you ever drink? *(If yes I would ask whether their sobriety date was reset as a result and this was the date provided in answer to question one. If no to this question, I would ask them to describe the circumstance and why they chose not to reset the date.)*
  3. At any time during your sobriety did you ever use drugs including marijuana? *(If yes I would ask them to describe the circumstance and why they chose not to reset the date.)*
  4. At any time during your sobriety did you ever use over-the-counter medication including codeine or prescribed medications in a fashion other





than instructed or prescribed. *(If yes I would ask them to describe the circumstance.)*

*(If the individual does not have the required amount of time in sobriety, as determined by question number 1 or if the person answers “yes” to any of questions 2 to and including 4 and the associated circumstance suggest misuse, I will utilize the following script.)*

- Thank you very much for your interest in my study. Unfortunately I am only able to invite individuals who meet the necessary participant criteria. I appreciate both your time and interest in participating.

*(If the individual does have 20 years or more of abstinence and answered no to questions 2 – 4, I will move on to assess AA membership while working and current AA membership status.)*

- Now I am going to ask questions regarding your participation in AA.
  1. Active AA participation is defined as attending an average of 52 meetings a year, having a sponsor, doing service, and working on the steps. Would you say that you actively participated in AA for a minimum of 10 years during your career?
  2. How many years have you or did you work full-time while actively participating in AA?
  3. What AA practices did you use while working? Such as sponsorship, meetings, step work, and service work.
  4. How many meetings did you attend while working? (Per week, month, or year)
  5. What AA practices do you use now?
  6. How many meetings do you attend now?

*(If the individual answers no to question 1 I will immediately use the script below. If the individual answers yes to question 1 I will continue to ask questions to help ensure that potential participants were or are actively involved in AA. If the potential participants were or are not actively involved in AA, I will utilize the following script.)*

- Thank you very much for your interest in my study. Unfortunately I am only able to invite individuals who meet the necessary participant criteria. I appreciate both your time and interest in participating.

*(If the individual’s answers meet the appropriate criteria, but three individuals have already consented to participate, I will utilize the following script.)*

- Thank you very much for your interest in my study. Although you qualify for participation in my study, at this time I have already filled the number of participant slots that my study requires. However, if you are interested, you could participate in the study as a peer reviewer. A peer reviewer is an individual who provides input regarding the results of the study. Are you interested in being a peer reviewer? *(If the individual replies “no,” I will proceed to the next script. If the individual replies “yes,” I will proceed to Appendix F: Initial Participant Contact Script for the Peer Reviewer.)*



*(If the individual's answers meet the appropriate criteria, but three individuals have already consented to participate, and the individual wishes not to be a peer reviewer the following script will be used.)*

- If you are interested in participating in the study, I would like to put your name and contact information on a waitlist where I could reach you if additional participants are required. Are you interested in being on a waitlist? *(If the individual replies "no," I will thank them for their time and consideration. If the individual replies "yes," I will proceed to the script to describe the research purpose and process.)*

*(If the individual's answers meet the appropriate criteria, but three individuals and a peer reviewer have already consented to participate, I will use the following script.)*

- Thank you very much for your interest in my study. Although you qualify for participation in my study, at this time I have already filled the number of participant slots that my study requires. However, if you are interested, I would like to put your name and contact information on a waitlist where I could reach you if additional participants are required. Are you interested in being on a waitlist? *(If the individual replies "no," I will thank them for their time and consideration. If the individual replies "yes," I will proceed to the next script to describe the research purpose and process.)*

*(If the individual's answers meet the appropriate criteria as outlined above, and three individuals have not already consented to participate or the individual agreed to be on the waitlist, I will proceed to describe the research purposes and process.)*

- Thank you for answering my questions. You qualify for participation in my study. I would now like to review the purpose of my research and what you could expect from this study should you decide to participate. Please feel free to ask questions at any time.
- The purpose of the study is to learn about the work experience of AA members with long-term sobriety.
- The study will involve one in-person, audio-recorded interview that lasts approximately 60 to 120 minutes. This initial interview can take place at a private space at Adler University, or another appropriate location we mutually agree on such as a library or community centre.
- During this audio-recorded interview, you will be invited to share your work experience and feelings about your work experience both while drinking and during recovery. If after this first interview you feel that there are additional aspects about your work experience that you want to share, a second in-person, audio-recorded interview will be scheduled. During the audio-recorded interview(s), you will be encouraged to share only that which you feel comfortable sharing. If there was anything that you wanted omitted, I will erase that section of the interview.



- Next, I will summarize your personal story that you shared with me. This is called an individual narrative. I will send you a copy of your individual narrative for you to read and reflect on over a two-week period. After two weeks, we will meet again in-person or over the phone for an unrecorded interview lasting approximately 30 - 60 minutes. During this interview, we will talk about whether you feel I have accurately captured your story and experience in the individual narrative. I will ask you a few questions to guide this process. You will also have the opportunity to let me know whether there is any information in the individual narrative that you would like to remove or change. In such a situation we would work together to remove or revise what I have written in a way that you are comfortable with.
- I would then put together a second summary that captures the stories and experiences of all the participants in the study. This is called the common themes narrative. I would send you a copy of the common themes narrative to read and reflect on for two weeks. After two weeks, we would meet again in-person or over the phone for a 30- to 60-minute, unrecorded interview. During this interview, I would invite you to share whether you thought the common themes narrative continued to represent your story and experience. I would ask you a few questions to guide this process. At this point, only minor revisions would be possible. These revisions would only be made to address a particular theme more appropriately or fix grammar or spelling. The decision to make these minor revisions would rest on myself.
- Your participation in this study is completely voluntary. You would receive a \$50 gift card for your participation after you signed an informed consent form at the start of the first interview.
- For the purposes of the study, I will ask that you adopt a pseudonym or false name to use during the interview and throughout the narratives to help protect your privacy. Your real name will never appear in any publication of this research.
- At any point in the interview process, you have the right to decline answering any questions that you are uncomfortable with. You are also able to withdraw your participation from the study if you desire to. After the audio-recorded interview(s) has/have been completed, you will have one month to let me know if you would like your interview data to be removed from the study.
- Also, it is important for you to know that I will be including only a small number of participants in my study and the study involves sharing your personal experience. As a result, it is possible that someone who knows you or your experience may be able to recognize your identity by reading the individual or common themes narrative. Because of this possibility, I cannot guarantee confidentiality. However, I will do my best to maintain confidentiality by using pseudonyms as already discussed, and providing you with the opportunity to



reflect on the individual narrative and suggest any areas for revision or removal should you feel it is too identity-revealing. Lastly, only information in the final version of the individual narrative, which is after your review, will be used in the collective narrative.

- Overall, my hope is that sharing your work and life experience will be enjoyable and meaningful for you. *(If the individual has agreed to be on the waitlist, at this point in the script I would go to the last bullet point.)*
- Do you have any questions?
- If you are still interested in participating in this study, I can mail, fax or email a copy of the informed consent form that outlines what I have said and other details about the study for you to look at. Would you prefer it be sent by mail, fax or email? What address or number should I send it to?
- Please look over the informed consent form before making a decision as to whether or not you would like to participate in this study. I will review the informed consent form and the consent to audio recording form with you in person and ask you to sign it before we begin audio recording the first interview.
- If you decide that you would like to participate in this study after reading the informed consent, please email me so that we discuss a time and a location to schedule our interview. If you decide that you would not like to participate, I would appreciate it if you could contact me to let me know.
- If 10 days after sending you the informed consent form, I have not heard back from you, I would like to get in touch with you again by phone or email to ask what decision you have made regarding your participation. Would this be alright with you? Is there a phone number or email address that is best for reaching you? Is there any preferred time and day for me to contact you by phone?
- If you choose to participate in this study, would you prefer a \$50 gift card from Starbucks, London Drugs or Safeway?
- Do you have any questions about the study at this point? Again, please feel free to email me later on if you have any questions or concerns. Thank you for your time and interest in the study. *(At this point, I would make sure that all necessary information below is obtained.)*

*(The below bullet point is read only to individuals who have agreed to be put on the waitlist.)*

- Do you have any questions about the study at this point? Please feel free to email me later on if you have any questions or concerns. Thank you for agreeing to be put on the waitlist. I will contact you at such a time when your help is needed. Again thank you for your time and interest in the study. *(At this point, I would*



*make sure that all necessary information below is obtained, with the exception of the method of receiving consent form section.)*

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred Time & Day for Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Method of Receiving Consent Form: \_\_\_\_\_



**Appendix F: Initial Participant Contact Script for the Peer Reviewer**  
**STORIES OF VOCATIONAL JOURNEYS LIVED BY AA**  
**MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY**

**Initial Participant Contact Script for the Peer Reviewer**

*(If following “Appendix D: Initial Participant Contact Script,” a potential participant meets the appropriate criteria, and expresses interest in becoming a peer reviewer, I will proceed to describe the research purposes and process using the following script.)*

- Thank you for answering my questions. You qualify for participation in my study as a peer reviewer. I will now explain the purpose of my research. I will also explain what you could expect should you decide to participate in this study. Please feel free to ask questions at any time.
- The purpose of the study is to learn about the work experience of AA members with long-term sobriety.
- Participants in the study will be sharing their work experience both while drinking and in recovery. I will summarize the individual stories from each participant and put these into one document. This is called the common themes narrative. I would then send you a copy of the common themes narrative to read and reflect on for about one hour over two weeks. After two weeks, we would meet in-person or over the phone for a 30-minute, unrecorded interview. During this interview, I would ask you to share your thoughts on the common themes narrative, including whether you thought it represented the work experience of sober AA members. As well, I may ask you a few questions to guide this process. The information from this interview would be summarized briefly in the results section of my study.
- Your participation in this study is completely voluntary. You would receive a \$20 gift card for your participation at the start of the interview.
- In order to protect your privacy I would ask that you choose a pseudonym (false name) that will be used instead of your real name throughout the study and in any publication of this research. Your real name will never appear in any publication of this re-search.
- You will always have the right to choose not to answer any questions that you do not feel comfortable with. You have the right to withdraw from the study should you decide that you no longer want to participate. If this happens, you will have one week to let me know if you would like your interview data to be removed from the study.
- My hope is that if you choose to participate, it will be a pleasurable, insightful, and validating experience for you.



- If you are still interested in participating in this study, I can mail, fax or email you a copy of the informed consent form. It summarizes the information that we have discussed and provides additional details regarding the current study. Would you prefer mail, fax or email? What address or number should I send it to?
- Before making a decision about whether or not you would like to participate, please carefully review the informed consent form. If you have any questions or concerns, please do not hesitate to email me. Should you decide to proceed, we will meet and I will review the informed consent form with you. I will then ask that you sign this form before we begin the interview process.
- Please let me know of your decision to participate in this study once you have read the informed consent form. If you choose to participate in this study, please contact me to arrange a convenient time and location to meet. If you choose not to participate, I would greatly appreciate if you would let me know as well.
- If after 10 days of sending you the informed consent form, I have not heard back from you, I would like to get in touch with you again by phone or email to ask you about your decision to participate in this study. Would this be alright with you? Is there a phone number or email address that is best for reaching you? Is there any preferred time and day for me to contact you by phone?
- If you choose to participate in this study, would you prefer a \$20 gift card from Starbucks, London Drugs, or Safeway?
- Do you have any questions about the study at this point? Again, please do not hesitate to contact me if any questions arise. Thank you for your time and interest in the study. (*At this point, I would make sure that all necessary information below is obtained.*)

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred Time & Day for Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Method of Receiving Consent Form:

\_\_\_\_\_





**Appendix G: Initial Participant Contact Script for Expert Reviewers**  
**STORIES OF VOCATIONAL JOURNEYS LIVED BY AA**  
**MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY**

**Initial Participant Contact Script for Expert Reviewers**

- Thank you for your interest in the current study. My name is Janina Barnett and I am a master's student in the counselling psychology program at Adler University. I am conducting this study as part of the requirements for my master's thesis. My supervisor is Rosa Wu, Ph.D., R.Psych.
- Before we get started, I would like to ask a few questions to make sure you meet the criteria required to help me as an expert reviewer to validate my interpretations of the data.
  1. Do you have professional expertise working with employed individuals with long-term recovery from alcohol use disorder who are members of AA?
  2. Do you have relevant education, research or teaching experience?
  3. Can you speak and read English?
  4. Are you comfortable reading a story for about 1 hour and completing a 30-minute interview over a 12-month period?

*(If the individual replies "no" to any of the above inclusion criteria questions I will utilize the following script.)*

- Thank you very much for your interest in my study. Unfortunately I am only able to invite individuals who meet the necessary requirements to participate in this study. I appreciate both your time and interest in participating.

*(If the individual replies "yes" to all of the above questions, but someone has already consented to be the expert reviewer, I will utilize the following script.)*

- Thank you very much for your interest in my study. Although you qualify for participation in my study, I have already filled the position of the expert reviewer for this study. However, if you are interested, I could put your name and contact information on a waitlist should another expert reviewer be required. Would this be of interest you? *(If the individual replies "no," I will thank them for their time and consideration. If the individual replies "yes," I will proceed to the next script to describe the research purpose and process.)*

*(If the individual's answers meet the appropriate criteria as outlined above, I will proceed to describe the research purposes and process.)*

- Thank you for answering my questions. You qualify for participation in my study as an expert reviewer. I would now like to take the opportunity to review the purpose of my research and what you could expect from this study should you decide to take on this role as an expert reviewer. Please feel free to ask questions at any time.



- The purpose of the study is to learn about the work experience of AA members with long-term sobriety.
- Participants in the study will be sharing their stories about their work experience while being dependent on alcohol and while an AA member in recovery. I will summarize the individual stories from each participant and put these into one document. This is called the common themes narrative. I would then send you a copy of the common themes narrative to read and reflect on for about one hour over two weeks. After two weeks, we would meet in-person or over the phone for a 30-minute, unrecorded interview. During this interview, I would ask you to share your thoughts on the common themes narrative, including whether you thought it represented work experience of AA members' with long term sobriety. I would ask you a few questions to facilitate this process. The information from this interview would be summarized briefly in the results section of my study.
- Your participation in this study is completely voluntary. In order to protect your privacy I would ask that you choose a pseudonym or false name that will be used instead of your real name throughout the study and in any publication of this research.
- During any point in the interview process, you will always have the right to choose not to answer any questions that you feel uncomfortable with. You also have the right to withdraw from the study if you decide that you no longer want to participate. After the interview, you will have one week to let me know if you would like your interview data to be removed from the study.
- Overall, my hope is that if you choose to participate, it will be a pleasant, insightful and valuable experience for you. *(If the individual has agreed to be on the waitlist, at this point in the script I would go to the last bullet point.)*
- Do you have any questions?
- If you still might be interested in participating in this study, I can mail or email a copy of the informed consent form to you. It outlines what I have said and other details about the study to take a look at. Would you prefer mail or email? What address should I send it to?
- Please look over the informed consent before making a decision about whether or not you would like to participate. If you have any questions, feel free to email me. I will review the informed consent form with you. I would invite you to sign this form before we began the interview.
- After you have read the informed consent form and should you choose to participate in this study, please email me and we can talk about a time and/or location to meet. If you decide that you do not want to participate, I would appreciate if you could contact me to let me know as well.



- If I have not heard back from you 10 days after I have sent the informed consent form, I would like to get in touch with you again by phone or email to ask you about your decision to participate in this study. Would this be alright with you? Is there a phone number or email address that is best for reaching you? Is there any preferred time and day for me to contact you by phone?
- Do you have any questions about the study at this point? Again, please do not hesitate to contact me if any questions arise for you. Thank you for your time and interest. *(At this point, I would make sure that all necessary information below is obtained.)*

*(The below bullet point is read only to individuals who have agreed to be put on the waitlist.)*

- Do you have any questions about the study at this point? Please feel free to email me later on if you have any questions or concerns. Thank you for agreeing to be put on the waitlist. I will contact you at such a time when your help is needed. Again thank you for your time and interest in the study. *(At this point, I would make sure that all necessary information below is obtained, with the exception of the method of receiving consent form section.)*

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred Time & Day for Contact: \_\_\_\_\_

Address:

\_\_\_\_\_

Method of Receiving Consent Form:

\_\_\_\_\_



**Appendix H: Informed Consent Form for Participants**  
**STORIES OF VOCATIONAL JOURNEYS LIVED BY AA**  
**MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY**

**Informed Consent Form for Participants**

**The Researchers**

Janina Barnett is conducting this research. She is doing this study as a component of her Master's thesis at Adler University. If you have any questions about the research, you may contact Janina Barnett or her research supervisor. Their contact information is below:

**Student Researcher:** Janina Barnett. Email----

**Supervising Researcher:** Rosa Wu, Ph.D., R.Psych. Core Faculty, Adler University. Email: ---

**The Research**

**The research is about** the work experience of recovered alcoholic AA members with long-term sobriety.

**This research asks you to** share your experiences and thoughts in a series of interviews.

1. The first interview will last 60 – 120 minutes. A second 60-minute interview can be scheduled if you feel there is more you need to share. The initial interview(s) will be in-person at a mutually agreed upon public location (e.g. a community centre, a private room at a library or at Adler University). The initial interview(s) will be audio recorded to collect and analyze data. During the initial interview(s), you will be asked to share your work experience while being in recovery and while actively participating in AA. You will be asked how your AA participation and recovery might relate to your work experience and how your work experience might relate to your recovery. You may share as much or as little as you want. You can let the student researcher know if you want any part of the recording erased.
2. The student researcher will develop a story that summarizes the information from the initial interview(s). This is called the individual narrative. You will be able to read this story over 2 weeks. After 2 weeks, a 30- to 60-minute validation interview will be scheduled. This interview can be in-person or over the phone. It will not be recorded. During this interview, you will be asked to answer a few questions and examine the individual narrative. You can let the student researcher know if you would like parts of the story edited or removed. You will be asked to work with the student researcher to make any changes.
3. The student researcher will develop a story that summarizes the themes discussed by all of the participants. This is called a common themes narrative. You will be able to read this story over 2 weeks. After 2 weeks, a 30- to 60-minute final validation interview will



be scheduled. This interview can be in-person or over the phone. It will not be recorded. During this last interview, you will be asked to answer some questions. You may also share how well you feel that the common themes narrative continues to represent your story and experience (e.g. Has the common themes narrative properly summarized your thoughts and feelings?). At this point, only minor revisions will be possible. These minor revisions could address thematic accuracy or spelling/grammar. The decision to make these final revisions will rest on the student researcher.

4. The individual and common themes narratives will be included in publications of this research. Participants will only be referenced by their chosen pseudonym (false name) in all publications.

In total, you will be asked to **spend 2 – 5 hours of your time at 3-4 meetings over 1 year**. You will receive a \$50 gift card for participating in this study at the start of the first interview after you have signed this form. You have the right to withdraw participation from the study at any time and to withdraw your data from the study up to one month after the audio-recorded interview (s) has/have been completed. If you decide to withdraw from the study you will not be required to return the \$50 gift card.

### **Confidentiality**

All identifying information from this study will be kept strictly confidential. You will only be identified using a pseudonym in interview write-ups and narratives. Your real name or initials will never be used in any publication. The student researcher and the supervising researcher will be the only people with access to the audio recordings. If we see each other outside of the research context, as part of protecting your confidentiality, I will not approach you or acknowledge your participation in the research.

All electronic data (i.e. audio recordings and written interviews) will be stored for 5 years on 2 password protected USB drives. These drives will be placed in a locked filing cabinet when not in use. Hard copies of the data will also be placed in the locked filing cabinet for 5 years. The filing cabinet will be securely stored at the student researcher's home.

After 5 years, hard copies of the data will be shredded. Electronic copies will be erased. You will be able to keep copies of your individual narrative and the common themes narrative. The research findings will be published in a thesis document. The findings may appear in future publications.

**Limits to Confidentiality: All identifying information from this study will be kept strictly confidential unless any of the following conditions are present:**

- A) If a child or vulnerable adult is at risk of abuse or neglect and is unable to seek help, or is in need of protection.
- B) If you or another person is at clear risk of imminent harm.



C) If I am required to comply with a legal order such as a court order or subpoena.

D) Due to the small number of participants in this study, someone who reads published material about this study may identify you from information in the narratives. Due to the personal nature of the study, this risk is unavoidable. Thus, confidentiality cannot be guaranteed. To reduce this risk, pseudonyms will be used. You will be able to revise or remove parts of your individual narrative that may be too identifying.

## **Risks and Benefits**

By participating in this study, there is a small risk of experiencing stress. It is possible that you may feel discomfort through reflecting on your experiences. If you feel more stress than you would like, you can:

1. Decide not to answer a particular question.
2. Take a break from the interview.
3. Ask to reschedule the interview.
4. Withdraw from the study at any time.
5. Ask that your data be removed from the research up to 1 month after the audio-recorded interview(s) has/have been completed.
6. Reach out to your support system.
7. Seek support from the resource referral list below.

Although aspects of this research may pose benefits, the intent of this study is not to provide personal counselling.

It is important to note that the student researcher is also an AA member. A dual relationship may exist because of the two roles the student researcher has as a student researcher and AA member. As such, the details of the study (such as your work experience while being a sober member of AA) will not be discussed at chance meetings outside the scheduled interviews. Furthermore, the researcher will not disclose personal details of her life outside the scope of this study.

Benefits from participating in this study include experiencing validation and/or positive emotions. You may also gain new insights about your experience. This study may benefit counsellors and other mental health professionals, including individuals employed in human resources, who work with recovered alcoholics who are employed full-time. It is possible that other individuals in recovery and their families may benefit from the research findings as they may gain a greater understanding of an AA member's work experience.

## **Resource List:**

1. Addiction Services  
Three Bridges Community Health Centre  
1292 Hornby Street  
Vancouver, BC V6Z 1W2

Phone: 604-736-9844

Email: [feedback@vch.ca](mailto:feedback@vch.ca)

Website: [http://www.vch.ca/locations-and-services/find-health-services/?program\\_id=10922](http://www.vch.ca/locations-and-services/find-health-services/?program_id=10922)

## 2. BC Association of Clinical Counsellors (BCACC)

Online directory of registered counsellors:

<http://bc-counsellors.force.com/CounsellorSearch>

## 3. CounsellingBC.com

Online directory of counsellors, psychologists, social workers, and therapists:

<http://counsellingbc.com/directory.html>

### **Contact:**

**If you have any concerns about your treatment as a participant**, you can contact the Chair of the Research Ethics Board. Her contact information is below:

**REB Chair:**

Debbie Clelland, Ph.D. (604)-699-3570

Email: [dclelland@adler.edu](mailto:dclelland@adler.edu)

### **Consent:**

- I understand that participating in this study is voluntary.
- I know I can refuse to answer any question(s).
- I know I can withdraw my participation at any time.
- I can ask that information I've provided be removed from the research for up to 1 month after the audio-recorded interview(s) has/have been completed.
- I know that the initial interview(s) will be audio recorded and direct quotes might be used in the research description and results, and identifiable information will be removed from the direct quotes.
- I know that ONLY my pseudonym will be used to identify me in any publication or communication related to this research and my actual name will NOT be used.
- I understand my story told in the audio-recorded interview(s) will be part of the narratives that will be published using a pseudonym. It is possible that someone who knows me may be able to recognize my story. Therefore, I know that confidentiality cannot be guaranteed.
- I am aware of the potential for a dual relationship to arise and I have chosen to participate in this study.
- I understand that signing this consent does not waive my legal rights in any way.
- I have read and understood this consent form.
- I have received a copy of this consent form for my own records.
- By signing below, I am giving my consent to participate in this study.





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Participant Signature

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Date

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Participant Name (Printed)

☐ Check if you would like to receive an electronic copy of the student researcher's completed Master's thesis. If so, please provide your email address below.

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Participant Email

**Appendix I: Informed Consent Form for the Peer Reviewer****STORIES OF VOCATIONAL JOURNEYS LIVED BY AA  
MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY****Informed Consent Form for the Peer Reviewer****The Researchers**

This research is being conducted by Janina Barnett. She is doing this study for her Master's thesis at Adler University. If you have any questions about the research, you may contact Janina Barnett or her research supervisor. Their contact information is below:

**Student Researcher:** Janina Barnett. Email: ---

**Supervising Researcher:** Rosa Wu, Ph.D., R.Psych.. Core Faculty, Adler University. Email: ----

**The Research**

**The research is about** the work experience of recovered alcoholic AA members with long-term sobriety.

**This research asks you to read a story for about 1 hour** and then share your thoughts in a 30-minute interview.

1. Participants in the study will share their stories about their work experience while dependent on alcohol and as AA members in recovery. The student researcher will write up a story to summarize the themes discussed by all the study participants. This is called a common themes narrative. You will be able to read this story over 2 weeks. After 2 weeks, a 30-minute interview, called a validation interview, will be scheduled. This interview can be in-person or over the phone. It will not be recorded. You will be asked to share how well the common themes narrative represents the work experience of AA members with long-term sobriety. You will also be encouraged to express your opinion about the common themes narrative.
2. The information from the validation interview will be summarized in the results section of the study. Participants and reviewers will only be written about using their chosen pseudonym (false name).

You will be asked to spend up to **1.5 hours of your time over 1 year**. You will be given a \$20 gift card to your choice of Safeway, London Drugs or Starbucks for participating in this study at the start of the interview after you have signed this form.

**Confidentiality**

All identifying information from this study will be kept strictly confidential. You will only be identified using a pseudonym and your real name or initials will never be used in any



publication. If we see each other outside of the research context, as part of protecting your confidentiality, I will not approach you or acknowledge your participation in the research.

All electronic data (i.e. written interviews) will be stored for 5 years on 2 password protected USB drives. These drives will be placed in a locked filing cabinet when not in use. Hard copies of the data will also be placed in the locked filing cabinet for 5 years. The locked filing cabinet will be securely stored at the student researcher's home.

After 5 years, hard copies of the data will be shredded. Electronic copies will be erased. You will be able to keep the common themes narrative. The research findings will be published in a thesis document. The findings may appear in future publications.

**Limits to Confidentiality: All identifying information from this study will be kept strictly confidential unless any of the following conditions are present:**

- A) If a child or vulnerable adult is at risk of abuse or neglect and is unable to seek help, or is in need of protection.
- B) If you or another person is at clear risk of imminent harm.
- C) If I am required to comply with a legal order such as a court subpoena.

### **Risks and Benefits**

By participating in this study, there is a small risk of experiencing stress. It is possible that you may feel discomfort through reflecting on your experiences. If you feel more stress than you would like, you can:

1. Decide not to answer a particular question.
2. Take a break from the interview.
3. Ask to reschedule the interview.
4. Withdraw from the study at any time.
5. Ask that your input be removed from the research up to 1 week after the validation interview has been completed.
6. Reach out to your support system.
7. Seek support from the resource referral list below.

Although aspects of this research may pose benefits, the intent of this study is not to provide personal counselling.

It is important to note that the student researcher is also an AA member. A dual relationship may exist because of the two roles the student researcher has as a student researcher and AA member. As such, the details of the study (such as your work experience while being a sober member of AA) will not be discussed at chance meetings outside the scheduled interviews. Furthermore, the researcher will not disclose personal details of her life outside the scope of this study.



Benefits from participating in this study include experiencing validation and/or positive emotions. You may also gain new insights about your experiences. This study may benefit counsellors and other mental health professionals, including individuals employed in human resources, who work with recovered alcoholics who are employed full-time. It is possible that other individuals in recovery and their families may benefit from the research findings as they may gain a greater understanding of an AA member's work experience.

## **Resource List:**

### 1. Addiction Services

Three Bridges Community Health Centre

1292 Hornby Street

Vancouver, BC V6Z 1W2

Phone: 604-736-9844

Email: [feedback@vch.ca](mailto:feedback@vch.ca)

Website: [http://www.vch.ca/locations-and-services/find-health-services/?program\\_id=10922](http://www.vch.ca/locations-and-services/find-health-services/?program_id=10922)

### 2. BC Association of Clinical Counsellors (BCACC)

Online directory of registered counsellors:

<http://bc-counsellors.force.com/CounsellorSearch>

### 3. CounsellingBC.com

Online directory of counsellors, psychologists, social workers, and therapists:

<http://counsellingbc.com/directory.html>

## **Contact::**

**If you have any concerns about your treatment as a participant**, you can contact the Chair of the REB. Her contact information is below:

### REB Chair:

Debbie Clelland, Ph.D. (604)-699-3570

Email: [dclelland@adler.edu](mailto:dclelland@adler.edu)

## **Consent:**

- I understand that participating in this study is voluntary.
- I know I can refuse to answer any question(s).
- I know I can withdraw my participation at any time.
- I can ask that information I've provided be removed from the research for up to 1 week after the validation interview has been completed.
- I know that my name will NOT be used.
- I understand that signing this consent form does not waive my legal rights in any way.
- I have read and understood this consent form.
- I have received a copy of this consent form for my own records.



- I am aware of the potential for a dual relationship to arise and I have chosen to participate in this study.
- By signing below, I am giving my consent to participate in this study.

---

Peer Reviewer Signature

---

Date

---

Peer Reviewer Name (Printed)

---

Peer Reviewer Pseudonym

☐ Check if you would like to receive an electronic copy of the student researcher's completed Master's thesis. If so, please provide your email address below.

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Peer Reviewer Email

**Appendix J: Informed Consent Form for the Expert Reviewer****STORIES OF VOCATIONAL JOURNEYS LIVED BY AA  
MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY****Informed Consent Form for the Expert Reviewer****The Researchers**

This research is being conducted by Janina Barnett. She is doing this study for her Master's thesis at Adler University. If you have any questions about the research, you may contact Janina Barnett or her research supervisor. Their contact information is below:

**Student Researcher:** Janina Barnett. Email: ----

**Supervising Researcher:** Rosa Wu, Ph.D., R.Psych. Core Faculty, Adler University. Email: ----

**The Research**

**The research is about** the work experience of recovered alcoholic AA members with long-term sobriety.

**This research asks you to read a story for about 1 hour** and then share your thoughts in a 30-minute interview.

1. Participants in the study will share their stories about their work experience while dependent on alcohol and as AA members in recovery. The student researcher will write up a story to summarize the themes discussed by all the study participants. This is called a common themes narrative. You will be able to read this story over 2 weeks. After 2 weeks, a 30-minute interview, called a validation interview, will be scheduled. This interview can be in-person or over the phone. It will not be recorded. You will be asked to share how well the common themes narrative represents the work experience of AA members with long-term sobriety. You will also be encouraged to express your opinion about the common themes narrative.
2. The information from the validation interview will be summarized in the results section of the study. Participants and reviewers will only be written about using their about using their chosen pseudonym (false name).

You will be asked to spend up to **1.5 hours of your time over 1 year**.

**Confidentiality**

All identifying information from this study will be kept strictly confidential. You will only be identified using a pseudonym in and your real name or initials will never be used in any publication. If we see each other outside of the research context, as part of protecting your confidentiality, I will not approach you or acknowledge your participation in the research.



All electronic data (i.e. written interviews) will be stored for 5 years on 2 password protected USB drives. These drives will be placed in a locked filing cabinet when not in use. Hard copies of the data will also be placed in the locked filing cabinet for 5 years. The filing cabinet will be securely stored at the student researcher's home.

After 5 years, hard copies of the data will be shredded. Electronic copies will be erased. You will be able to keep the common themes narrative. The research findings will be published in a thesis document. The findings may appear in future publications.

**Limits to Confidentiality:** All identifying information from this study will be kept strictly confidential unless any of the following conditions are present:

- A) If a child or vulnerable adult is at risk of abuse or neglect and is unable to seek help, or is in need of protection.
- B) If you or another person is at clear risk of imminent harm.
- C) If I am required to comply with a legal order such as a court subpoena.

### **Risks and Benefits**

By participating in this study, there is a small risk of experiencing stress. It is possible that you may feel discomfort through reflecting on your experiences. If you feel more stress than you would like, you can:

1. Decide not to answer a particular question.
2. Take a break from the interview.
3. Ask to reschedule the interview.
4. Withdraw from the study at any time.
5. Ask that your data be removed from the research up to 1 week after the validation interview has been completed.
6. Reach out to your support system.
7. Seek support from the resource referral list below.

Although aspects of this research may pose benefits, the intent of this study is not to provide personal counselling.

Benefits from participating in this study include experiencing validation and/or positive emotions. You may also gain new insights about your experiences. This study may benefit counsellors and other mental health professionals, including individuals employed in human resources, who work with recovered alcoholics who are employed full-time. It is possible that other individuals in recovery and their families may benefit from the research findings as they may gain a greater understanding of an AA member's work experience.

### **Resource List:**





## 1. Addiction Services

Three Bridges Community Health Centre

1292 Hornby Street

Vancouver, BC V6Z 1W2

Phone: 604-736-9844

Email: [feedback@vch.ca](mailto:feedback@vch.ca)

Website: [http://www.vch.ca/locations-and-services/find-health-services/?program\\_id=10922](http://www.vch.ca/locations-and-services/find-health-services/?program_id=10922)

## 2. BC Association of Clinical Counsellors (BCACC)

Online directory of registered counsellors:

<http://bc-counsellors.force.com/CounsellorSearch>

## 3. CounsellingBC.com

Online directory of counsellors, psychologists, social workers, and therapists:

<http://counsellingbc.com/directory.html>

### **Contact::**

**If you have any concerns about your treatment as a participant**, you can contact the Chair of the REB. Her contact information is below:

#### **REB Chair:**

Debbie Clelland, Ph.D. (604)-699-3570

Email: [dclelland@adler.edu](mailto:dclelland@adler.edu)

### **Consent:**

- I understand that participating in this study is voluntary.
- I know I can refuse to answer any question(s).
- I know I can withdraw my participation at any time.
- I can ask that information I've provided be removed from the research for up to 1 week after the validation interview has been completed.
- I know that my name will NOT be used.
- I understand that signing this consent does not waive my legal rights in any way.
- I have read and understood this consent form.
- I have received a copy of this consent form for my own records.
- By signing below, I am giving my consent to participate in this study.

---

Expert Reviewer Signature

---

Date

---

Expert Reviewer Name (Printed)

---

Expert Reviewer Pseudonym

☐ Check if you would like to receive an electronic copy of the student researcher's completed Master's thesis. If so, please provide your email address below.

---

Expert Reviewer Email



**Appendix K: Consent to Audio Tape Form**

**STORIES OF VOCATIONAL JOURNEYS LIVED BY AA  
MEMBERS WHO HAVE MAINTAINED LONG-TERM SOBRIETY**

**Consent to Audio Tape**

I, \_\_\_\_\_ (please print), give my permission for my initial interview(s) to be audio taped. I know that my data will be used in a study about the work experience of AA members with long-term sobriety.

I will adopt a pseudonym (false name) to use during the interviews and narratives. My real name or initials will NOT appear in any publication of this study.

Only Janina Barnett, and the supervising researcher, Rosa Wu, Ph.D., R.Psych., will have access to the information collected. Audio files will be kept on 2 password-protected USB drives. These drives will be kept in a locked filing cabinet in the student researcher's home. All data will be held for 5 years after the study is completed and results presented. After 5 years, the data will be destroyed (i.e. shredded and/or erased).

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Participant's Pseudonym

\_\_\_\_\_  
Signature of Student Researcher

\_\_\_\_\_  
Date

**Appendix L: Orienting Statement and Interview Guide***Initial Check-In:*

- “Now that we have reviewed the informed consent form, I have a couple questions to ask you before we start the interview.”
- “How are you feeling about the interview today?”
- “Please note that any time, you may take a break, ask to reschedule the interview, or withdraw your participation from the study. Do you have any questions for me?”

“The purpose of this study is to explore the work experience of AA members with long-term sobriety. Earlier, you identified yourself to be such a person.”

“Please consider your work experience while you were drinking and during recovery. The term work experience means your experiences relevant to your career such as professional development including education and experiences at the various jobs you have held.” (*I will pause and provide the participant with time to reflect.*)

“I invite you to share your story of your work experience while drinking and while in recovery. I encourage you to tell your story as you understand it. I may ask you to elaborate or clarify parts of your story. However, please only share with me as much as you are comfortable with. My role will mostly be to listen.”

“Please consider these two questions: **“How has your sobriety impacted your work experience?”** and **“How has your work experience impacted your sobriety?”** You may begin when you feel ready.”

*Throughout the interview, I may utilize the secondary research questions:*

- “What AA principles did you use in your work environment and how did you use them?”
- “How did you handle similar situations while drinking?”
- “How has your work experience changed throughout your sobriety?” (Probing question: “How has your length of sobriety affected your ability to handle work opportunities and challenges?”)
- “What were the circumstances surrounding your decision and action to stop drinking?” (Probing question if needed: “For example, was your workplace or family involved in you going to treatment?”) “How do you think this influenced your work journey?”
- “How have others’ opinions of AA and alcoholics affected your career and your actions within the work environment?”
- “How do you think the severity of your drinking in the past influenced your work experience throughout your sobriety?”
- “What metaphor would use to describe your experience of working while being an AA member?” (*If the participant asks for the definition or example of a metaphor, I will state “a metaphor is a phrase or idea that is used to represent something else. For example the phrase “bull in the china shop” could be used to represent one’s work experience in early recovery.”*)



*Throughout the interview, I may utilize the secondary research questions as well as other open-ended questions to increase the depth of the interview, such as:*

- “Tell me more about how that (experience, moment, time, realization, awareness, etc.) was for you.
- How was that (experience, event, awareness, etc.) significant for you?
- What were your thoughts or feelings at that time?

*When the participant has indicated that they have finished telling their story, I will ask:*

- “Is there anything more you would like to share?”

*I will ask the following questions only if the narrative appears to be surface level with insufficient detail and/or depth and after I ask permission to ask clarifying questions:*

- “In your story, you described your work experience while being an AA member in recovery. May I ask you some questions to clarify my understanding of your story?”
- “What else is there about your work experience during recovery that you have not mentioned?
- How do you think your recovery practices affected your work experience?
- How do you think your work experience affected your recovery?

*If the participant chooses to reschedule the interview or withdraw from the study at any time, the following script will be utilized:*

- (If rescheduling) “Would you like to reschedule our interview now? Or would you rather contact me by email with a better time? I would like to remind you of the resource referral list. It is there if you would like to speak with a professional about any distress you may be experiencing.”
- (If withdrawing) “I understand that you want to withdraw from the study. I understand that this is your right and I respect your decision. Please note that you have one month from today to tell me if you would like your data withdrawn from the study. I would also like to remind you of the resource referral list if you feel that you would like to speak with a professional about any distress you may be experiencing.”

*When the participant has indicated that they have finished telling their story, I will say: “Thank you for your time and participation. I will contact you via email regarding this study, as explained in the consent form. Should you have any questions or concerns, feel free to contact me. My contact information is on the consent form.”*

**Appendix M: Validation Interview Guide Questions****Guide Questions for the Individual Narrative Validation Interviews**

“The purpose of this interview is to review and discuss the individual narrative that I created to represent your story. This individual narrative is based on our audio-recorded interview(s). The information from this interview will be presented generally in the results section of my study. Recently, you have had the chance to read and reflect on the individual narrative that I sent to you. Please consider the following questions:”

*(These four factors comprise the validation criteria for this study.)*

- *Comprehensiveness*: “Is the story comprehensive? Does it describe your experience in detail? Do you feel that anything is missing? Is there anything that you would add or change?”
- *Coherence*: “Is the story coherent? Does the story seem complete? Is the story understandable?”
- *Resonance*: “Does the story accurately reflect your experience:
  - Of being a recovered alcoholic in the workforce?
  - Of how recovery affects your work and how work affects your recovery?
- *Pragmatic value*: “Has your participation in this study led to any new insights or benefits for you in any way? If so, how? In what ways might your story help other AA members in the work force?”

“Is any part of the individual narrative that you think is too self-identifying and may compromise your confidentiality? Is there any part of the individual narrative that you do not want included?” *(If “yes,” I would talk with the participant about the part of the individual narrative that is too self-identifying or causes discomfort. We would collaborate to revise that section of the individual narrative. If that aspect cannot be revised to our mutual satisfaction, I would remove that information from the individual narrative.)*

*When the participant has indicated that they have finished answering the final question, I will say:* “Thank you for your time and participation. I will contact you via email regarding this study, as explained in the consent form. Should you have any questions or concerns, feel free to contact me. My contact information is on the consent form.”

**Guide Questions for the Common Themes Narrative Validation Interviews**

“In this interview, we will discuss the common themes narrative. It is based on the common themes in all the participants’ stories. The information from this interview will appear in the results section of my study across all participants. Recently, you have had the chance to reflect on the common themes narrative. Please consider the following questions:”

*(These four factors comprise the validation criteria for this study.)*

- *Comprehensiveness*: “Is the common themes narrative comprehensive? Does it contain enough detail and depth of content? Do you feel that anything missing? Is there anything that you would add or change?”



- *Coherence*: “Is the common themes narrative coherent? Does it seem complete? Are the common themes understandable?”
- *Resonance*: “Does the common themes narrative accurately reflect your experience:
  - Of being a recovered alcoholic in the workforce?
  - Of how recovery affects your work and how work affects your recovery?
- *Pragmatic value*: “Has your participation in this study lead to any new insights or benefitted you in any way? If so, how? In what ways might the common themes narrative help members of AA who are working?”

*When the participant has indicated that they have finished answering the final question, I will say:* “Thank you for your time and participation. Should you have any questions or concerns, feel free to contact me. My contact information is on the consent form.”

## **Guide Questions for the Validation Interview with Peer and Expert Reviewers**

“In this interview, we will discuss the common themes narrative. It is based on the common themes in all the participants’ stories. The information from this interview will appear in the results section of my study. Recently, you had the chance to reflect on the common themes narrative. Please consider the following questions:”

*(These four factors comprise the validation criteria for this study.)*

- *Comprehensiveness*: “Is the common themes narrative comprehensive? Does it contain enough detail and depth of content? Do you feel that anything missing? Is there anything that you would add or change?”
- *Coherence*: “Is the common themes narrative coherent? Does it seem complete? Are the common themes understandable?”
- *Resonance*: “Given your knowledge and/or experience:
  - Does the common themes narrative accurately reflect:
    - AA members’ experiences of being a recovered alcoholic in the workforce?
    - AA members’ experiences of how recovery affects work and how work affects recovery?
- *Pragmatic value*: “Does the common themes narrative offer any new insights regarding the population or experience under study? How might the information from the common themes narrative benefit counsellors, other mental health professionals, and/or human resource professionals working with recovered alcoholics in the work force? What might the common themes narrative provide to members of AA who are in the work force?”

*When the participant has indicated that they have finished answering the final question, I will say:* “Thank you for your time and participation. Should you have any questions or concerns, feel free to contact me. My contact information is on the consent form.”