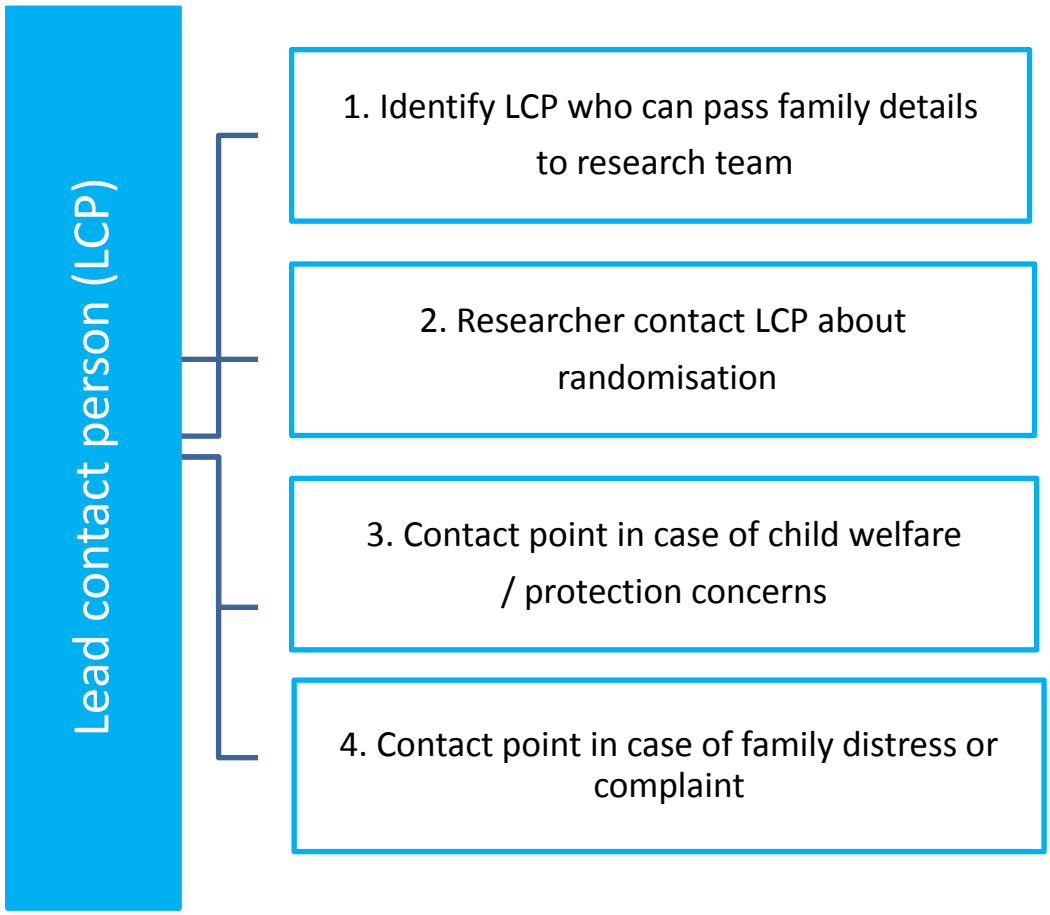
Responsibilites of lead contact person in each site *



1. We are requesting that sites identify/confirm a lead contact person (LCP) who will contact the fieldwork coordinator in the research team to pass on family contact details (name, phone number) so that the research team can arrange the pre-intervention assessment with families. Clinicians will have obtained verbal consent from families to pass their contact details to the LCP, who will then contact the Fieldwork Co-Ordinator.

2. Following the pre-intervention assessment with the family, the family will be randomised on a 2:1 ratio to receive Family Talk immediately or in 6 months' time. The LCP will be contacted by an external research consultant (Dr Nuala Whelan[1]) to inform them as to whether or not the

1. Dr Nuala Whelan has worked closely with Prof Sinéad McGilloway for the last number of years and so she is known to the research team, although she is not involved in data collection or any other aspects of the PRIMERA research.

family has been randomised to the intervention or control group (i.e. to receive FT now or in 6 months' time). The LCP should then inform clinicians and the family whether the family has been randomised to receive Family Talk now or in 6 months' time.

The reason that an external researcher contacts the LCP is because all members of the research team are meant to be blind to whether the family is in the intervention or control group when they conduct their assessments with families.

3. If a researcher becomes concerned about either the safety of a parent or child, the researchers will follow Children First guidelines and Maynooth University's Child Protection Procedures. The researcher will be required to complete an *Incident Form* and discuss the issue with the Principal Investigator (Prof Sinead McGilloway). A report will also be forwarded to the Designated Liaison Person (DLP) within Maynooth University who will process any reports of child abuse and will liaise, where necessary, with outside agencies (HSE/Tusla/An Garda Síochána). The parents/carers of the child in question will be informed if a report is to be submitted to Tusla, or to An Garda Síochána, unless doing so is likely to endanger the child. The researcher will notify the LCP in the site who will follow agency policy of notifying the clinical team and their DLP.

4. In the (unlikely) event that families experience any distress as a result of the research process, the information sheets which they receive, will contain the contact details of the LCP in each site. The LCP will advise the person and provide/refer to supports as appropriate. The information sheets also provide other advice and information on supports for families in the event of distress (e.g. talk to parent/partner, contact researchers, GP (if appropriate), Childline, Samaritans, etc). We only advise families to contact the LCP if appropriate. In our experience of working with vulnerable families (including parents with mental health challenges), it is unlikely that families will experience emotional distress during/following the research process, but it is good practice to put safeguards in place.

   If families are unhappy with any aspect of the research and wish to make a complaint, they will be advised to contact the Maynooth University Social Research Ethics Committee. The contact information is provided on all information sheets.