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## The DNP Practice Change Project: The Data Collection and Analysis Plan

### 1. State your practice question in PICOT format.

P- Among staff members providing care to patients with bipolar disorder

I – How does the implementation of the teach back method

C – Compared to standard educational practices

O – Improve confidence and conviction in managing patients with bipolar disorder

T – Over an intervention period of 8-11 weeks

In staff members caring for patients with bipolar disorder (P), how does the implementation of the teach back method (I), compared to standard educational practices (C), affect their confidence and conviction in patient management (O), over an intervention period of 8 to 11 weeks?

### 2. Describe the plan you will have in place to maintain confidentiality of participants data, both regarding the data you will collect as well as how you will protect their identity.

All collected data will be de-identified and assigned unique codes to remove any personal identifiers. This means that no names or identifiable information will appear in the final report or data set. Data will be stored in an encrypted and password-protected flash drive, which will only be accessible to the DNP project manager and the practicum preceptor. If physical documents are used, they will be stored in a locked cabinet and shredded after electronic entry. Finally, the

6 results will be reported in aggregate form to ensure that individual responses cannot be traced back to any participant (American Nurses Association, 2025).

2 3. Explain the safeguards you will have in place to protect the data over time.

3 As previously mentioned, all information will be stored on an encrypted flash drive kept in a secure cabinet or locked drawer at the practicum site. This will ensure that data is safeguarded over time and only authorized personnel will have access. The practice is also consistent with ethical research guidelines which advocate for protecting data from loss or unauthorized access over time (U.S Department of Health and Human Services, 2025). These safeguards ensure that data remains protected from unauthorized access or breaches, as LoBiondo-Wood & Haber (2021) suggest, during the 7-year period of retention.

3 4. How long will you maintain the data and what will be done with the data after this period?

5 The collected data will be securely maintained for a period of seven years following standard institutional and ethical guidelines. The encrypted flash drive will remain in a secure and locked location during the period. Further, at the end of the 7-year retention, the data will be permanently deleted from the flash drive and the flash drive will be physically destroyed to prevent potential recovery. This will ensure responsible disposal of participant data and long-term confidentiality.

## References

American Nurses Association. (2025). Code of ethics for nurses with interpretive statements.

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LoBiondo-Wood, G., & Haber, J. (2021). *Nursing research E-book: methods and critical*

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U.S Department of Health and Human Services. (February 11, 2025). 45 CFR 46: Protection of

Human Subjects. Retrieved from <https://www.hhs.gov/ohrp/regulations-and-policy/regulations/45-cfr-46/index.html>