**Centre for Research in Ageing and Cognitive Health**

**University of Exeter**

**Policy on using REACH group measures**

We encourage the use of measures we have developed by researchers and healthcare practitioners. We ask colleagues wishing to use our measures:

1. To keep us informed.
2. To follow measure-specific policies on use, where these are provided.
3. If the measure allows adaptations (e.g. the Bangor Goal Setting Interview) please send your project-specific version to the authors for information. We might request that your version is made freely available, including via our own website, with an indication of where it was developed.
4. To forward copies of all publications arising from use of our measures to the authors.

**Translating REACH team measures**

In principle we are keen to collaborate with colleagues wishing to undertake translations of the REACH team measures that will enable their wider use in research or practice.

Requests to carry out translations will be considered by the authors and a response will be given as quickly as possible.

Once permission has been granted, we ask that colleagues undertaking a translation and implementation of the resulting translated version undertake to do the following:

1. Prepare a translation
2. After translating the measure, arrange for an independent back-translation into English, and send this to us for checking and sign off (subject to any necessary revisions).
3. To agree to make the translated version freely available, including via our own website, with an indication of where it was developed.
4. To explore with us the potential of publishing a paper describing the development of the translated version, in collaboration with us.
5. To keep us informed of the use of the translated version.
6. To forward us copies of all publications arising from use of the translated version.

Professor Linda Clare on behalf of the REACH team

L.Clare@exeter.ac.uk