Appendix C
Informed Consent Guidelines and Sample Forms

Informed Consent is a crucial component for conducting an ethical research study with human participants. Your Informed Consent needs to cover specific areas, including the following:

- Purpose: Describe the purpose of the study.
- Involvement: Describe what the participant will do in the study, including the study procedures and the duration of time.
- Risks: Describe the risks to the participant. Identify the resources that are available if a participant experiences an adverse response.
- Overall Benefits: Describe the overall benefits associated with this study. State how participants may obtain a copy of the results if desired.
- Individual Benefits: Describe any compensation or incentives that will be offered to participants.
- Right to Decline: Explain that the individual has the right to decline participation in this study.
- Right to Withdraw: Explain that the individual has the right to withdraw from the study at any time without negative consequences.
- Confidentiality: Indicate the extent of confidentiality or anonymity that will be maintained and explain the methods that will be used to accomplish this goal.
- Contact: Provide contact information (for the student researcher and for the supervising teacher) in the case that the participant has questions about the study. Additionally, include contact information for the chair of the IRB. This individual serves as an impartial third party and can answer questions about the rights of participants.
- Right to Ask Questions: Explain that the individual has the right to ask questions before consenting.
- Authorization: Obtain a dated signature that authorizes participation in the study.

The Informed Consent form should be written in clear, accessible language. Jargon or confusing words should be avoided, and any necessary technical terms should be defined for the reader.

A copy of the informed consent document must be provided to each participant for their own records.

<u>Situations that may not require Informed Consent</u>

If your research uses the following methodology, you may not be required to obtain informed consent.

- Data collected from secondary sources in the public domain.
- Data collected via observation in the natural environment and in a public area.

Choosing a Sample Informed Consent Form

Each study is unique, and the Informed Consent Form must be tailored to match the design of the study. The samples included in this appendix can provide a helpful starting point. Three samples are provided- use the following decision tree to determine which sample is most appropriate for you.