**TABLE 3.3 (Continued)**

**Risks and benefits:** This part of the consent form can be split into two sections, but all potential risks and benefits associated with participation in the research must be clearly stated.

**Confidentiality:** A statement should be made with regard to protecting each participant's privacy and confidentiality. This description should explicitly state how you will protect the participant's identity and for how long.

*Example confidentiality paragraph:*

All information obtained in this study is strictly confidential unless required by law. The results of this research may be used in reports, presentations, and publications, but the researchers will not identify you. In order to protect your privacy and identity, all records of your participation will be given a group number that does not allow anyone (including the project staff) to personally identify you. These records will be kept in a locked cabinet in a locked room where they will remain for at least 3 years following the completion of this research study or until the records can be safely destroyed.

**Compensation:** To recruit participants it is often necessary to compensate them. The most common types of compensation are financial reimbursement and credit toward a college course. If the study does not involve compensation, then state it here.

**Questions/contact information:** The researcher must offer to answer any questions about the research and the participants' rights. When appropriate, it is advisable to include whom to contact in the event of a research-related injury or question. In all cases, the telephone number or address of a researcher must be provided.

*Example questions/contact information paragraph:*

Please ask any questions you may have at this time. If you have questions following your participation, they can be answered by [insert name and contact information]. If you have questions about your rights as a participant in this research, or if you feel you have been placed at risk, please contact [insert name and contact information].

**Disclaimer:** Explicitly state that participation is voluntary and that participants can quit or withdraw from the study at any time without penalty. When appropriate, also inform participants that they can refuse any portions of the study without withdrawing from the entire study.

**Signature lines:** A participant must sign the informed consent form to be recognized as an individual voluntarily consenting to participate in a research study. For this reason it is necessary to have each participant sign the form. The researcher should also sign the form. A statement similar to this should precede the signature and date lines:

*Example signature line paragraph:*

Participant statement: This form explains the nature, demands, benefits, and any risks associated with this research. I have read the informed consent form, have had all my questions answered to my satisfaction, and voluntarily agree to participate in this research study.

| _____ | _____ | _____ |
|---|---|---|
| Participant signature | Printed name | Date |

Researcher statement: I certify that I have orally explained to the above individual the nature and purpose of, as well as the potential benefits and possible risks associated with participation in, this research study; have answered any questions that have been raised; and have witnessed the above signature. I have provided (offered) the participant a copy of this signed consent document.

| _____ | _____ | _____ |
|---|---|---|
| Researcher signature | Printed name | Date |