

Informed Consent Documentation Template

Institutional Review Board

The following suggestions are offered as guidelines. The exact language is the decision of the researcher but must be clear enough to ensure participant understanding. Keep in mind that the Institutional Review Board must determine if the research participants will be given informed consent.

Dear (student, parent, sir, madam, etc.):

We are conducting a study to determine _____.

In this study, you will be asked to _____.

Participation should take about _____ minutes.

There are no risks to you.

or

The risks to you include _____

(List possible psychological, physical, economic or other harm which could result from the study.)

All information will be handled in a strictly confidential manner, so that no one will be able to identify you when the results are recorded/reported.

Your participation in this study is voluntary. You may withdraw at any time without negative consequences. If you wish to withdraw at any time during the study, simply

_____.

Please feel free to contact _____ (names(s), title(s) of principal researchers) at _____ (phone/email) if you have any questions about the study. Or, for other questions, contact Henry Ford College's Institutional Review Board chair at _____ (phone/email).

I understand the study described above and have been given a copy of the description as outlined above. I am 18 years of age or older and I agree to participate.

Signature of Participant: _____ Date: _____