

## *Sample Informed Consent Document*

(Include or exclude the following information as applicable)

### INFORMED CONSENT STATEMENT

(Researcher's Name)

(List project title here)

(Department/UT Martin)

#### **Introduction**

State that participants are invited to participate in a research study approved by IRB Docket # \_\_\_\_\_. State the purpose/objective of the research.

#### **Information about Participants' Involvement in the Study**

List all procedures, preferably in chronological order, which will be employed in the research. Point out any procedures that are considered experimental. Clearly explain technical and medical terminology using non-technical language. Explain all procedures using language that is appropriate for the expected reading level of the participants.

State the amount of time required of participants per session and for the total duration of the research.

If **audio taping, videotaping, or film procedures** are to be used, provide information about the use of these procedures.

If the applicant is planning to include children/minors in the study, please review Section XII in the Handbook.

#### **Risks**

List all reasonably foreseeable risks, if any, of each of the procedures to be used in the research, and any measures that will be used to minimize the risks.

#### **Benefits**

List the benefits the applicant anticipates will be achieved from this research, either to the participants, others, or to the body of knowledge.

#### **Confidentiality**

State that the information in the research records will be kept confidential. State how the data will be coded. Data will be stored securely and where. State that data will be made available only to the persons conducting the research, unless participants specifically give permission in writing to do otherwise. No reference will be made in oral or written reports that could link participants to the research.

#### **Participants' initials (place on the bottom front page of two-sided/two-page consent forms)**

#### **Compensation** (If applicable to the study, add compensation information here)

Indicate what participants will receive for their participation in this study. Indicate other ways participants can earn the same amount of credit or compensation. State whether participants will be eligible for compensation if they withdraw from the study prior to its completion. If compensation is pro-

rated over the period of the participant's involvement, indicate the points/stages at which compensation changes during the study.

**Emergency Medical Treatment**

The University of Tennessee at Martin does not “automatically” reimburse participants for medical claims. If physical injury is suffered in the course of research, please notify the investigator in charge. (List investigator's name and telephone number)

**Contact Information**

If there are any questions at any time about the study or the procedures, or the applicant experiences adverse effects as a result of participating in this study, he/she may contact the researcher, (Name), at (Office address), or (Office phone number). If there are any questions about the applicant's rights as a participant, contact the Compliance Section in the Office of Research, Grants, and Contracts, 100 Hall Moody Administration Building, or by calling 731.881.7015.

**Participation**

Participation in this study is voluntary. You may decline to participate without penalty or loss of benefits. If you decide to participate, you may withdraw from the study at anytime without penalty and without loss of benefits to which you are otherwise entitled.

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**Note: Please delineate the “Consent” section of the Informed Consent Form by drawing a line across the page. This delineation is especially important when your consent form grammar shifts from second person, as show in the example below.**

**Consent**

I have read the above information, and I have received a copy of this form. I agree to participate in this study.

Participant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Investigator's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Additional notes to the Investigator/s regarding Consent Forms :**

Researchers are urged by the Committee to use the wording in the checklist and follow the format in the sample, unless research-supported reasons are provided for alternative wording. Use of alternative wording or different format may slow down the review process. All sections of the consent form, except the “Consent Section” should be written in second person, for example: “You are invited...” Use of first person can be interpreted as suggestive and coercive.