Template for Informed Consent Process: ONLINE Surveys

[Insert Title of Study]

Thank you for participating in my research project[1]. In this study, I am trying to [hypothesis or purpose of your study] [2]. You will be asked to complete the survey on the following screens[3]. The entire survey should take approximately [n] minutes[4]. During this survey, you may [possible risk of becoming upset.][5]. If at any time you feel [negative reaction] or do not want to participate anymore, you may choose to leave the survey[6]. Your name or any other identifier will not be collected in this survey, and your personal data will not be identified in my results. All responses will be kept completely confidential.[7] Participants in this study will [receive compensation][8].

Please realize that there are risks to participating in internet-based research with regard to potential breaches of privacy or anonymity. Be aware that some companies monitor employee internet usage. Please be sure to close your internet browser once you have finished the survey to protect your privacy. In addition, you can further safeguard your privacy by deleting the webpage history from your browser after closing the survey link.[7]

If you have any questions or concerns about this study or any of these procedures, please contact [name of the researcher(s)] at [email or phone number(s) of researcher(s)]. If you have questions or concerns about the rights and welfare of research participants, please contact the John Carroll University Institutional Review Board Administrator at (216) 397-1527.[9]

Your participation is voluntary. You may quit the survey or skip any question at any time without penalty.[10]

By continuing with this survey (or by clicking HERE) you confirm that you are at least 18 years of age[11] [and other possible inclusion/exclusion criteria] and that you consent to participate.[12]

Footnotes:

THE ELEMENTS of INFORMED CONSENT from 45 CFR 46, §46.116

Your informed consent process must include the following:

1. A statement that the study involves research
2. An explanation of the purposes of the research
3. A description of the procedures to be followed and identification of any procedures which are experimental (examples: take a survey, answer some questions, watch videos, listen to music, perform a task, etc.)
4. The expected duration of the subject's participation
5. A description of any reasonably foreseeable risks or discomforts to the subject, if applicable. (Examples: you may become upset; you may recall disturbing memories, etc.)
6. A disclosure of appropriate alternative procedures or courses of treatment, if applicable, that might be advantageous to the subject.
7. A statement describing the extent, if any, to which confidentiality of records identifying the subject will be maintained.
8. An explanation of any compensation, if applicable. (Examples: extra credit from the course instructor, be entered into a drawing for a gift card, receive pizza and soda, etc.)
9. Research, Rights or Injury: An explanation of whom to contact for answers to pertinent questions about the research and research subjects' rights, and whom to contact in the event of a research-related injury to the subject
10. A statement that participation is voluntary, refusal to participate will involve no penalty or loss of benefits to which the subject is otherwise entitled, and the subject may discontinue participation at any time without penalty or loss of benefits, to which the subject is otherwise entitled.
11. Only a legal adult, 18 years of age or older, can give informed consent for themselves. Minors would require Parental Consent from a parent or legal guardian. (See the IRB website for guidelines for doing research with minors)
12. The requirement for a written and signed consent form may be waived if the research presents no more than minimal risk of harm to subjects, and involves no procedures, for which written consent is normally required. This is true for the majority of Sona studies and other undergraduate student research at JCU.

    See http://www.hhs.gov/ohrp/regulations-and-policy/guidance/checklists/index.html for more background information about informed consent and the waiver of a written, signed consent form.