|  |
| --- |
| **Instructions for this document** *Delete this box before submitting your document to the IRB for review.* Your final document must be submitted to the IRB as a Word document. The text in this document will be reviewed by the IRB. It must be used verbatim in whatever format of remote consent you use. **Consent for Exempt Research:**Research that qualifies for exemption is “exempt” from many of the requirements of the Common Rule; however, in most cases of interaction with participants (including online/remote interaction) a consent process is indicated. **Options for Remote Consent**There are several ways consent language can be delivered to participants for research that does not occur in person. It can be sent via email with a link to a survey, read to participants at the beginning of a telephone interview ending with a verbal confirmation of consent, or included at the beginning of an online survey with a “click to consent” option. However you decide to present consent language, it needs to be clear and concise. **Minimum Requirements:**Because of the various formats remote consent can take, this document does not include the same formatting as an in-person consent document, but it does include the same information. Unless otherwise noted, your consent document must contain the information below, using language appropriate to your specific research, setting, and participants. ***Purpose of the Study***This section should explain in clear lay language:1. Purpose of the research
2. Participants are being asked to participate in a research study
3. How long participation will last
4. How many individuals will participate
5. Participation is voluntary

***Explanation of Procedures***Tell the participant what to expect using lay language and simple terms. Provide a chronological description of the tasks that will be performed. Include information about any audio- or videotaping that will occur. Include the following as applicable to your research:* Where the research will be done
* When the research will be done
* How often procedures will be performed
* The length and duration of visits and procedures
* With whom the participant will interact
* Description of all devices that will be used
* Descriptions of psychological tests and/or questionnaires
* Description of observations or interviews that will occur as part of the research
* Description of any manipulation of the participant's environment and activities that will take place as a part of the research
* Description of all data to be collected about participants, and the source of that data (such as data from existing records, data from non-research specific sources such as standardized tests, etc.)
* Include all telephone or written follow-ups
* If compensation will be provided, include how, when, and in what format payment will take place at the end of the section.

*If participants will be deceived, or information about the study's purposes or procedures will be incompletely disclosed to participants, include the following* ***required*** *language.* [*See the IRB's Guidance Document on Deception and Incomplete Disclosure*](https://www.colorado.edu/researchinnovation/media/1433) *for more information.*I cannot tell you everything about what we are doing in this study or why. A full explanation of the purpose of the research and procedures will be provided after you complete the study.***Confidentiality***Explain that confidentially will be maintained and, if identifiable data will be collected, what will happen to that data.***Questions***Provide contact information for the PI and IRB should the participant have questions about the research or a concern/complaint.  |

Below you will find sample language for different research scenarios as an example of what your consent language could look like. You can revise this language to suit your research, but ***it should not be used verbatim.***

## Title of research study: Insert Title of Study

## IRB Protocol Number: XX-XXXX

## Investigator: Insert name of Principal Investigator

## Sponsor: Insert name of sponsor (Delete if there is no sponsor)

The purpose of the research is [explain/describe the purpose of the research]. We expect that you will be in this research study for [Indicate length of time as hours/days/months/weeks/until a certain event, etc.] and that a total of # people will participate in the study. Whether or not you take part in this research is your choice. You can leave the research at any time and it will not be held against you.

Your study visit will consist of a one-hour telephone interview. I will ask you questions about X. The interview will be audio-recorded, and you may skip any questions you do not want to answer. You will be compensated with a $5 Amazon gift card, which will be emailed to one week after your interview.

Your participation will consist of answering a short 5-minute online questionnaire. You will be directed to the start of the survey after you have read this consent information and click “I Agree.”

Information obtained about you for this study will be kept confidential. The information from this research may be published for scientific purposes; however, your identity will not be given out. Audio recordings will be transcribed; any identifying information will be removed during transcription. The audio files will be deleted after transcription is completed.

I will not collect any personal information about you during the study. All study data will be stored securely and only accessed by study staff.

***Questions***

If you have questions about the research, you can contact the Principal Investigator at insert contact information for the PI.

If you have concerns or complaints about the research you can contact the CU Boulder IRB at (303) 735-3702 or irbadmin@colorado.edu if: