

**GUIDELINES FOR THE CONSTRUCTION OF AN INFORMED CONSENT FORM**

**(HUMAN PARTICIPANTS)**

Prior to collecting of data (except in the case of non-intrusive naturalistic observation of public behavior), **Informed Consent** **(either written or oral) must be obtained from each individual participant.** Please use the following guidelines to help in the construction of a form that will be provided to the participants in order to obtain written informed consent. Along with these guidelines, the members of the IRB committee have provided some sample Informed Consent Forms. However, the sample forms are not to be used directly, but may be used to in the construction of an Informed Consent Form that is directly applicable to individual research study. Please remember that the form you construct, along with other documents (e.g., “Research Proposal”, “Expedited Review Application”), will be submitted to the Administrative Assistant in the Office of Academic Affairs (OAA) via OAAAdminAsst@manchester.edu.

**Research Design**

* What is the purpose of the study?
* What will participation involve (e.g., time commitment, physical restrictions, tasks)?

**Privacy**

* How will confidentiality and anonymity be protected?
* How will data be secured?
* What will be done with data at the completion of the study?

**Participation**

* What is the age requirement?
* State that participants have the freedom to ask questions and discontinue participation.

**Risk and Benefits**

* What are the potential risks?
* Are there benefits?

**Contact Information**

* What are the Researcher’s names and emails?
* Where IRB is filed?