Consent CheckList

	SECTION	DESCRIPTION
☐	Background	Information on the consent process including a short description of the study.
☐	Study procedures	Explain who is being recruited for the study, what is expected of the participant, and their time commitment.
☐	Risks	Risks are inherent in any study, ensure to include a statement about any risks including breech of confidentiality.
☐	Benefits	Mention how this study might better the scientific world, do not include compensation as a benefit.
☐	Alternative procedures	Clarify if there are any alternative procedures the participants could opt for and mention they are allowed not to participate if desired.
☐	Confidentiality	Confidentiality breech is a risk in any study, locate where the data can be accessed and how your research team plans to keep it confidential
☐	IRB Contact	Add the contact information for the IRB if they have any questions, complaints, or concerns.
☐	Research participant advocate	List the contact information for a research participant advocate if one is required for participants.
☐	Voluntary participation	Participants may not want to be a part of the study, explain how to go about opting out of the study at any point.
☐	Costs and Compensation	Some studies might have costs to participate or compensation for completion of the study. State costs or compensation to the participants.
☐	New Information	A statement about what will occur if new information is available that can affect their medical care and participation in the study.
☐	Number of Participants	Include information about how many participants are expected to be enrolled in the study.
☐	Authorization for use of your PHI (CLINICAL)	Inform participants that signing this document indicates their PHI can be used for this study and what PHI can be collected.
☐	Deciding to unenroll in the study	Explain what participants should do if they do not want to participate after signing the consent form and if they have to re-enroll.