Informed Consent Checklist

General Format	
___	Consent is written at an appropriate level for the participants (as measured by the Flesch-Kincaid readability index available in Microsoft Word): - for the general population, no higher than an 8th grade level; - for college students, no higher than an 12th grade level; - for prisoners, no higher than a 3rd grade level
Required Information	
___	A statement identifying the researchers and their affiliation with TROY
___	A statement that the study involves research
___	An explanation of the purposes of the research
___	The expected duration of the subject's participation
___	A description of the procedures to be followed
___	Identification of any procedures which are experimental
___	A description of any reasonably foreseeable risks or discomforts to the subject. For example, risk of embarrassment if confidentiality is breached is a common risk in behavioral research.
___	A description of any benefits to the subject or to others which may reasonably be expected from the research
___	A disclosure of appropriate alternative procedures or courses of treatment, if any, that might be advantageous to the subject
___	A detailed explanation describing the extent to which confidentiality of records identifying the subject will be maintained. Include in this the following: (a) who will have access to the data; (b) where the data will be stored; (c) how long the data will be stored. If this is a web-based study, participants should be told whether the IP address of their computer will be recorded and/or linked to particular responses.
___	For research involving more than minimal risk, an explanation as to whether any compensation, and an explanation as to whether any medical treatments are available, if injury occurs and, if so, what they consist of, or where further information may be obtained
___	An explanation of whom to contact for answers to pertinent questions about the research. This should be the Principal Investigator(s) and any student's supervising faculty's contact information.
___	The statement, "If you have any questions concerning rights as a research participant, contact the Institutional Review Board by sending an email to irb@troy.edu or calling 334-808-6294."
___	An explanation of whom to contact for answers to pertinent questions about whom to contact in the event of a research-related injury to the subject
___	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
Additional statements, as appropriate	
	If identifying information is on the data, then a statement that they may withdrawn their data from the study at any time.
___	A statement that the particular treatment or procedure may involve risks to the subject (or to the embryo or fetus, if the subject is or may become pregnant), which are currently unforeseeable
___	Anticipated circumstances under which the subject's participation may be terminated by the investigator without regard to the subject's consent
___	Any additional costs to the subject that may result from participation in the research
___	The consequences of a subject's decision to withdraw from the research and procedures for orderly termination of participation by the subject
___	A statement that significant new findings developed during the course of the research, which may relate to the subject's willingness to continue participation, will be provided to the subject
___	The approximate number of subjects involved in the study