INFORMED CONSENT CHECKLIST

When using humans as subjects in research you must obtain their informed consent. Check each of the following items as they appear in your Informed Consent Document and include this checklist with your protocol (* denotes elements required in oral consent):

☐ (a) A statement explaining the purpose of the research*

☐ (b) A statement of the expected duration of the subject's participation*.

☐ (c) A description of the procedures to be followed*.

☐ (d) A description of any reasonable foreseeable risks or discomforts to the subject, including invasion of privacy*

[For research involving more than minimal risk, an explanation as to Binghamton University’s compensation policy “If you are injured as a result of participating in this study you and your insurance carrier are assuming full financial responsibility for any injury that you may suffer as a result of participating in this study. No other form of compensation is being offered but that does not mean you are giving up any of your legal rights”. Also state any medical treatments that are available if injury occurs, and if so, what they consist of or where further information may be obtained.]

☐ (e) A description of any benefits resulting from the research, either to the subject or to others. (Remuneration is not a research benefit, and cannot be noted as such)

Direct payments or other forms of remuneration offered to potential subjects as an incentive or reward for participation should not be considered a “benefit” to be gained from research. [See Guidebook Chapter 3, Section G, “Incentives for Participation.”]

http://www.hhs.gov/ohrp/irb/irb_chapter3.htm#e1

☐ (f) A statement informing subject about how his/her anonymity will be guarded, i.e. that their confidentiality will be protected by assigned code numbers, limited access to data, data stored in locked cabinets, etc.

DNA Research - Your DNA material will be securely stored under controlled conditions as specified by New York State Law and the Department of Health. Under no circumstances will we identify the individuals, who participate in the research, except as required by law. A risk in the future is that new technologies will be developed with potentially important implications for genetic research; however, we will nonetheless endeavor to maintain the confidentiality of your data and DNA material to the greatest extent possible. [We consider this personal risk to be minimal, as information linking your personal identification information and data obtained during this study will be destroyed at the conclusion of the study (de-identification of data)]. If DNA is not linked please describe arrangements for re-consenting.

☐ (g) A statement that informs subjects of his/her right not to be a subject in the research project.

☐ (h) A statement that the subject’s participation is voluntary, and that his/her refusal to participate will involve no penalty or loss of benefit to which the subject to which the subject is otherwise entitled, and that the subject may discontinue participation at any time without penalty or loss of benefits to which the subject is otherwise entitled.

☐ (i) A disclaimer, if applicable regarding the use of the Internet to collect data.
☐ (j) For research involving more than minimal risk, an explanation regarding the availability of any compensation or any medical treatments if injury occurs.

☐ (k) If written informed consent is required, a place for the subject to sign and date the form and a statement that a copy of the signed consent form will be given to the subject for his/her records.

☐ (l) The name and contact numbers of the principal investigator and staff.

☐ (m) add the human rights statement "If at any time you have questions concerning your rights as a research subject you may call the Chair of the Human Subjects Research Committee at (607) 777-3818."