

Note: This is provided as a general guide towards a consent form. All consent forms need to be reviewed and approved by the REB.

Sample Consent Form Checklist

This checklist is designed to assist researchers in drafting Research Consent Forms. The checklist enumerates elements that should be included in the Research Consent Form. Carefully review the draft consent form and check each element that is present.

The form clearly identifies:

- _____ the researchers, and if any researcher is a student, the student's supervisors (the person who is available to answer pertinent questions should be clearly identified);

The consent form clearly explains:

- _____ that the proposed intervention is for research
- _____ the purpose of the proposed research
- _____ the nature of the proposed research
- _____ the likely duration of participation
- _____ the potential harms and inconveniences associated with the research
- _____ the potential benefits associated with the research
- _____ the alternative(s) to research participation, if applicable
- _____ whether confidentiality will be protected and the measures taken to ensure it
- _____ the details regarding reimbursement;
- _____ the details regarding dissemination of the results;
- _____ possible conflict of interest or commercialization of the findings;
- _____ that participation in research is voluntary (the right to refuse and the right to withdraw without prejudice)

The consent form does not include:

- _____ any statement releasing the researchers, sponsors, institutions, or agents from liability for negligence.

The consent form is written:

- _____ in the prospective participant's (or her or his substitute decision-maker's) preferred language;
- _____ in lay terms (ordinary language);
- _____ at an appropriate level, taking into consideration the nature of the participant (e.g., child or adult).