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| A blue and red logo  Description automatically generated | **Informed Consent Process Checklist**This checklist is to help researchers monitor the consent process to ensure that it follows the approved process in the protocol and covers all of the required components. |

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| Project Identification |
| *IRB #:* | *Person Obtaining Consent:* |
| *Participant ID:* | *Date of Consent:* |

[ ]  Verify the current IRB approved version of the Consent Form was used.

[ ]  Consent process took place in a private area (or as according to the approved Protocol).

[ ]  All of the participant or LAR’s questions were answered.

[ ]  Participant is able to verbally express their understanding of what the research involves.

[ ]  Participant has had enough time, in their opinion, to make informed decision.

[ ]  Both of the following occurred:

[ ]  Printed name, signature, and date (if required) are accurately completed by participant.

[ ]  Written consent was obtained prior to performing any research activities.

–OR–

[ ]  Waiver of documentation of consent granted by the IRB.

[ ]  Special consent cases:

[ ]  Not Applicable

[ ]  HIPAA authorization obtained

[ ]  Assent obtained

[ ]  Signed Consent form retained by researcher and stored securely.

[ ]  A copy of the consent was given to the participant.

Notes about the consenting process including any information not included in the list above:

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