

Basic Consent Elements
Telephone and Mail Surveys
Interviews and Focus Groups
(Bolded Items are Required Unless Waived by the WSIRB)

1. State that the activity involves **research** and **explain why the study is being conducted**.
2. **Describe study procedures**, and provide an estimate the **time** required to complete the survey.
3. Explain why the individual was selected.
4. Provide examples of the most personal and sensitive questions and state that participants may refuse to answer any question or item.
5. Describe the **risks or discomforts** (including invasion of privacy) of the research, and how they are minimized.
6. Describe the **anticipated benefits** of conducting the study (e.g., in terms of knowledge or program utility).
7. Describe **procedures for protecting confidentiality** (or achieving anonymity) of study information.
8. State that information about suspected abuse/neglect of children must be reported to Child Protective Services.
9. State that study participation is **voluntary** and that subjects **may refuse to participate** or stop the interview at any time with **no penalty**.
10. Explain **who to contact** if they have questions about the study.