**INSTRUCTIONS FOR PREPARING THE INFORMED CONSENT FORM (Attached):**

* **The attached template should be modified to be relevant to your project. Please add to/modify/delete the information it contains to ensure that the consent form is relevant to your project.**
* **The ‘Consent of Parent/Guardian’ section should only be included if participants in your project will be under the age of 18. If your participants are adults, please delete this section.**
* **If you are not allocating code numbers to your participants, please delete the section that refers to this.**
* **The consent form must be on a separate sheet of paper to the Plain Language Information Statement. This is because the participants must be able to keep the PLIS.**
* **If you are video/audio recording interviews/focus groups with your participants, you must include a clause whereby the participants agree to this.**
* **If you think you may wish to use the collected data in future research projects, be sure to inform participants now that this is a possibility in both the Plain Language Information Statement (PLIS) and on this consent form. This removes many obstacles for you in the future. Use wording in the PLIS and consent forms like: 'Be aware that in participating in this research, your de-identified data may be used to inform future research …' rather than '...only researchers named on this project will have access to this data...'**

**PLEASE REMOVE THIS INSTRUCTION PAGE BEFORE ATTACHING YOUR CONSENT FORM TO YOUR APPLICATION**

|  |  |
| --- | --- |
| **PROJECT TITLE:** |  |
| **RESEARCHERS:** |  |

**(Delete this table if not relevant to your project)**

|  |  |
| --- | --- |
| **Code number allocated** **to the participant:** |  |

**Consent – Please complete the following information:**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_+

hereby consent to participate as a subject in the above research study.

The research program in which I am being asked to participate has been explained fully to me, verbally and in writing, and any matters on which I have sought information have been answered to my satisfaction.

I understand that: all information I provide (including questionnaires) will be treated with the

strictest confidence and data will be stored separately from any listing that includes my name and address.

* Aggregated results will be used for research purposes and may be reported in scientific and academic journals.
* I am free to withdraw my consent at any time during the study in which event my participation in the research study will immediately cease and information/data obtained from it will not be used.
* I understand the exception to this is if I withdraw after information has been aggregated - it is unable to be individually identified - so from this point it is not possible to withdraw my information/data, although I may still withdraw my consent to participate.

**SIGNATURE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

**(delete this section below if not relevant to your project)**

**Consent of Parent/Guardian:**

**As parent/legal guardian,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(address) I give permission to the research team to approach my child \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name of the child) and ask if he/she wishes to participate in your project.**

**SIGNATURE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_