**Consent Form**

Note for Researcher: A consent form should be printed on University of Essex headed paper when undertaken by University staff or students. If a project involves more than one organisation, for example research involving an NHS Trust, it might be necessary to include other logos.

 The consent from should normally contain the following information but please be aware that this is offered as a flexible framework rather than as a rigid template. The content of your consent form will depend on the information provided in your participant information sheet so some of the statement may not be appropriate for your particular project. It is considered best practice to use a series of statements to help potential participants to understand for what you are seeking consent. Potential participants may also be willing to consent to some aspects of the research it not all which may be helpful.

 It is important to remember that you need to have a record of informed consent as your legal basis for processing data so the statements regarding all current and future uses of a participant’s data are essential.

 The consent form must have a footer to identify the document and to assist with version control which includes:

1. The title of the document: This may simply be ‘Consent Form’ but, if you have more than one group of participants, you may have more than one form. It is important to be able to distinguish easily between different consent forms.
2. The version number: Each time the consent form is updated, the version number will need to be amended so that there can be an accurate record of the current version.
3. The date of the document: As with the version number, this assists with maintaining an accurate record of the current version.
4. ERAMS reference: This provides a link between the consent form and the application for ethical approval.

Title of the Project: [As it appears on the PIS]

Research Team: [As it appears on the PIS]

Please initial box

|  |  |
| --- | --- |
| 1. **I confirm that I** have read and understand the Information Sheet dated xx for the above study. I have had an opportunity to consider the information, ask questions and have had these questions answered satisfactorily.
 |  |
| 1. I understand that my participation is voluntary and that I am free to withdraw from the project at any time without giving any reason and without penalty. I understand that any data collected up to the point of my withdrawal e.g. will be destroyed; cannot be withdrawn because it cannot be identified.
 |  |
| 1. *Example of a risk statement:* I understand that, due to the nature of the interventions used in this research, those who have had epileptic seizures in the past may not be suitable as participants due to the risk of triggering such a seizure. I confirm that, to the best of my knowledge, I have never had an epileptic seizure.
 |  |
| 1. I understand that the identifiable data provided will be securely stored and accessible only to the members of the research team directly involved in the project, and that confidentiality will be maintained.
 |  |
| 1. I understand that my fully anonymised data will be used for……………

[*Provide details as listed in your participant information sheet, e.g. research publications*] |  |
| 1. I understand that the data collected about me will be used to support other research in the future, and may be shared anonymously with other researchers.
 |  |
| 1. I give permission for the ………

[*specify in which format the data will be deposited e.g. de-identified (anonymised) transcripts, audio/video recordings, survey database*]…. that I provide to be deposited in [either the name of data repository, if known and included on the PIS, or a research data repository] so that they will be available for future research and learning activities by other individuals. |  |
| 1. I agree to take part in the above study.
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Participant Name Date Participant Signature

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Researcher Name Date Researcher Signature

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