

## CONSENT FORMS

The example of the consent form given below sets out the minimum requirement for most studies where consent is being sought. This is just a basic template, so the form will need to be amended to fit the specific requirements of your proposed study. Don't forget that the participant is consenting to everything described in the text of the participant information sheet- so be sure that everything you are proposing to do is addressed in the consent form.

For some studies a fuller itemised consent form may be needed to cover other important issues especially where additional elements are optional for the participant for example:

- Additional questionnaires, interviews or focus groups
- Consent to the use of audio/video-taping
- Consent to the use of verbatim quotes or photographs

You should add any additional items to your consent form as is appropriate and ensure the participant is aware if participating in certain activities is optional.

Where you are recruiting young people aged 16 – 18 years old without parental consent you should, where appropriate, encourage the young person to inform their parent or guardian of their participation.

Where a study involves the administration of a questionnaire or survey, a signed record of consent is not required as long as it is made clear in the Participant Information Sheet that completion of the questionnaire/survey is voluntary. Under these circumstances return of the completed questionnaire is taken as implied consent.

In such instances, please include a statement similar to this:

*I have read the information sheet provided and I am happy to participate. I understand that by completing and returning this questionnaire I am consenting to be part of the research study and for my data to be used as described.*

Participation in any other interventions within the same study e.g. interviews, focus groups must be supported by obtaining appropriate written consent. The participant (or nominated signatory) and student must both sign the form.

**PLEASE SUBMIT COPIES OF YOUR CONSENT FORM FOR REVIEW WITH YOUR ETHICS APPLICATION.**



## LIVERPOOL JOHN MOORES UNIVERSITY CONSENT FORM (TEMPLATE)

*Insert Title of Project (as in application for ethical approval)*

*Insert Name of Researcher and School/Faculty*

1. I confirm that I have read and understand the information provided for the above study. I have had the opportunity to consider the information, ask questions and have had these answered satisfactorily
2. I understand that my participation is voluntary and that I am free to withdraw at any time, without giving a reason and that this will not affect my legal rights.
3. I understand that any personal information collected during the study will be anonymised and remain confidential
4. I agree to take part in the above study *(if appropriate please specify the type of study or particular intervention you are seeking consent for – eg focus group, interview, training programme)*

*For studies involving the use of audio / video recording of interviews, focus groups etc or where there is a possibility that verbatim quotes from participants may be used in future publications or presentations please include the following:*

5. I understand that the interview/focus group will be audio / video recorded and I am happy to proceed
6. I understand that parts of our conversation may be used verbatim in future publications or presentations but that such quotes will be anonymised.

Name of Participant

Date

Signature

Name of Researcher

Date

Signature

*Note: When completed 1 copy for participant and 1 copy for researcher*