APPENDIX A: CONSENT FORM CHECKLIST

___ Is the consent form printed on appropriate Sacred Heart University stationary?
___ Is the length of the consent form appropriate?
___ Is each element (or appropriate combination) of informed consent identified by a
subheading in bold type?
___ Does the consent form begin with a clear invitation to participate?
___ Is there a clear statement of the purpose of the research?
___ Is the consent form written in the second person?
___ Is the language written at the appropriate level?
___ Is the explanation of procedures adequate?
___ Is the description of risks and discomforts adequate?
___ Is the assurance of confidentiality clear and complete?
___ Are the financial obligations of the subject stated clearly?
___ Are any economic benefits to the subject stated clearly?
___ Is the appropriate standard compensation statement present? (Relevant to more than
minimal risk studies.)
___ Is the standard subject withdrawal statement present?
___ Is there an offer to answer questions?
___ Is the standard concluding consent statement present?
___ Are there dated subject and investigator signature blanks?
___ Is there a witness signature blank? (Relevant to more than minimal risk studies.)
___ Is the office telephone number of the investigator placed at the end of the consent
form?
___ Is the night/home telephone number of the investigator present? (Relevant to more
than minimal risk studies.)
___ Is there a parental consent form? (Relevant to studies involving minors.)
___ Is there a child's assent form? (Relevant to studies involving minors ages 7-12.)
___ Is there a youth's assent form? (Relevant to studies involving minors ages 13-17.)

(Revised February 2014)