## **Consent Form Guidance**

## Consent Form for participants **should include:**

* acknowledgement that:

 a full explanation of the project has been received;

 all questions have been answered;

 all advice, information and instructions have been understood;

* agreement to:

 take part in the study voluntarily;

 comply with the instructions and co-operate fully;

 contact being made with the participant's GP;

* a record of:

 the rights of the participant;

 the agreement concerning any payments or expenses;

The Consent Form should carry the names of the investigator, the participant and, in the case of research involving vulnerable groups, a witness, all of whom should sign and date the form; a copy should be given to the participant. If appropriate, the witness should be an independent person who can certify that the consent was taken in ethically sound circumstances e.g. that no undue influence etc. was used which might vitiate the consent**.** It is suggested that this form should be the only document to contain the name of the participant. In all subsequent records, data and documents, the participant should be identified only by a code number to provide confidentiality. The Consent Form and code should be held in a secure place.