**AIIAS ERB Checklist**

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| --- | --- | --- | --- |
|  | **Yes** | **No** | **Evidence (document/page number)** |
| **Does the study involve human participants? \***  If YES, specify in the proposal document the modality for securing informed consent (e.g. signing, clicking “agree”, recorded verbal consent, etc.), and provide an informed consent form.  \*Refer to Item 2 if minors/vulnerable populations are involved. |  |  |  |
| **Does the study involve participants below 18 years old or a vulnerable population (e.g., incapacitated, children, mentally challenged, traumatized, etc.) who are unable to give their informed consent?**  If YES, specify in the proposal document the modality for securing parental consent, and provide and parental/guardian consent form. |  |  |  |
| **Is there a possibility that the research can induce physical and/or psychological harm to the participants? Will they experience pain, embarrassment, or some discomfort as a result from their participation in the research?**  If YES, explicitly state this in the informed consent form, and provide in the proposal document the detailed procedures on how debriefing will be conducted. |  |  |  |
| **Will the research involve the discussion of, or questions on, sensitive topics (e.g. sexual activity, substance abuse, or mental health)?**  If YES, ensure that the informed consent form explicitly states that sensitive questions will be asked. |  |  |  |
| **Will biological samples (e.g. blood, saliva, urine, anthropometric data) be obtained from the participants?**  If YES, will this involve invasive procedures? Please attach a description of these procedures that will be used to collect the samples and ensure that the individuals collecting such data is qualified to do so. Explicitly state this in the informed consent form. |  |  |  |
| **Will the research involve students who will be receiving course credits for their participation?**  If YES, include a summary of the debriefing process that will help participants understand how their participation in the research has provided a relevant learning experience to the crediting course. |  |  |  |
| **Will you collect video/audio recordings?**  If YES, explicitly state it in the informed consent form, and provide detailed procedures on how the data will be collected and kept. |  |  |  |
| **Will data collection involve students?**  If YES, explicitly state in the informed consent form that his/her academic status will not be affected by participation or non-participation in the study. |  |  |  |
| **Will the data collection involve individuals affiliated with specific organizations?**  If YES, explicitly state in the informed consent form that his/her employment status will not be affected by participation or non-participation in the study. |  |  |  |
| **Will your data be stored after this study?**  If YES, indicate in the proposal document how long data will be stored, how it will be stored, and when it will be destroyed. |  |  |  |
| **Will personal information (name, etc.) be collected?**  If YES, explicitly state in the informed consent form that personal information will be collected and state how confidentiality of the data will be ensured.  If no, explicitly state that anonymity will be ensured in the informed consent form and describe how anonymity will be ensured in the proposal document |  |  |  |
| **Will other individuals have access to the data (e.g. research assistants, adviser, etc.)**  If YES, explicitly state this in the informed consent form and describe in the proposal document the extent of access to the data the other individuals have. |  |  |  |
| **Is there a possibility for groups, communities, organizations, or institutions to be harmed or embarrassed by the dissemination of the findings of the research?**  If YES, explicitly describe in the proposal document the procedures that will be taken to ensure anonymity and confidentiality of the research findings. |  |  |  |
| **Other notes:** |  |  |  |
|  | **Yes** | **No** | **Notes** |
| **Informed Consent Form Checklist** |  |  |  |
| Title, scope, information |  |  |  |
| Introduction purpose |  |  |  |
| Participation section |  |  |  |
| Study procedures |  |  |  |
| Type of data |  |  |  |
| Voluntary participation |  |  |  |
| Risks |  |  |  |
| Benefits |  |  |  |
| Confidentiality and anonymity |  |  |  |
| Contact information |  |  |  |
| Removable form for signature |  |  |  |