STOCKTON UNIVERSITY

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Commented [ML1]: All Informed Consent Forms (ICF) should be on Stockton letterhead.

Consent Form
Bridge Program Questionnaire and Focus Group

Purpose: The purpose of this study is to 1) evaluate the effectiveness of a supported education program, The Bridge Program, in assisting individuals with mental health concerns to achieve educational and/or vocational goals and 2) identify supports which facilitate and barriers which interfere with participation in education and/or employment. In order to participate in this study, you would have had to be enrolled in the Bridge Program at least one month during the 4 academic years it has been offered (2005- 2008).

Commented [ML2]: The ICF should give a little description about the research. If the researcher is concerned about biasing the results, the information here can be limited as long as there is a separate debriefing form given to the participant at the end of the study.

Procedures:
After you agree to participate in this study, you will complete a questionnaire and participate in a focus group at XXXXXX. This questionnaire will take 20 – 30 minutes to complete and contains items that 1) report your involvement in education and/or employment before, during and after participation in the Bridge Program; and 2) identify supports which facilitate and barriers which interfere with participation in education and/or employment. The focus group will occur during a 3 hour session. The first 45 minutes will consist of a welcome and completion of the questionnaire. Then, the focus group will be conducted for 1 ½ hours. During the final 45 minutes a light buffet will be served. During the 1 ½ hour focus group the moderator, XXXXXXX, will generate a discussion to gain more specific and detailed information on the topics in the questionnaire. The focus groups will be audio-taped. First names only will be used during the discussion. At the conclusion of the session, you will be given a $25.00 money order. Bus tickets will be provided if needed.

Commented [ML3]: The ICF must explain the amount of time and activities that are to be performed during the study.

Commented [ML4]: The ICF must discuss how the research will be recorded. The ICF must also discuss who will have access to the recording, see the "Privacy" section, below.

Commented [ML5]: Any benefits/compensation that the participant will receive must be noted. If there is none, it must state that.

Risk:
The risk associated with participating in this program is minimal. Questions on the questionnaire and the discussion pertain to education and vocation. If questions on the questionnaire or discussions in the focus group cause you discomfort, you can speak to the coordinator of this project, Dr. XXXXXXX.

Commented [ML6]: ICF must discuss risk. If there is no risk, you state that. If there is risk you must discuss why and what the risk involves and give the participants contact information for services that can be utilized if harm occurs after participation.

Benefits:
Benefits include the ability to 1) impact the development of supported education in the future; 2) provide helpful information about supports which facilitate and barriers which interfere with participation in education and/or employment. Additionally, because your feedback is very valuable, you will be paid for your participation in this project.

Commented [ML7]: Some participants will be happy just to know they have contributed to knowledge in the field.

Alternative: Your alternative is not to participate in this study or to just complete the questionnaire and receive $10.00 payment (instead of $25.00 for completion of the survey and participation in the focus group).

Commented [ML8]: If there is a control/comparison or alternative treatment, that must be disclosed.

Costs: None. There is no registration fee or participation fee. You will be paid for your time ($10.00 completion of questionnaire only; $25.00 for completion of the survey and participation in the focus group). Bus tickets will be provided if needed.

Commented [ML9]: Reinforcement of benefits.

Privacy: Every effort will be made by the researchers to keep all information collected in this study private. Your questionnaire is assigned a number. No names will be used on the questionnaire. Only first names will be used

Commented [ML10]: ICF must state if the research is confidential or anonymous.

during the focus groups. Only the researchers will have access to the audio-tapes used in the focus groups. The audio tapes will be stored by 5 years and then destroyed. If there is any information obtained in connection with this study that can be identified with you, it will only be disclosed with your permission.

Subject rights: You understand that taking part in this research is completely voluntary. You may refuse to answer any questions or withdraw your consent to take part in any part of the study at any time. Your decision whether or not to participate will not prejudice your future relations with the college.

Questions: If you have any questions call XXXXX, at 609-626-XXXX or email her at XXXXX@Stockton.edu

Conclusion: By signing below you agree that:

- You have read this form or someone has read it to you.
- You have been told the reasons for this study.
- Each item has been explained to you.
- You agree to follow the procedure that is outlined above.
- All of your questions have been answered.
- You are taking part in this study freely

I have read this consent form and understand all of the above.

_____ _____

Signature of Participant Date

_____ _____

Signature of Witness Date

Commented [ML11]: ICF must state where the data will be stored and for how long.

Commented [ML12]: The ICF should reinforce/remind the participant that s/he can withdraw without penalty.

Commented [ML13]: Researchers must provide contact information to the participants so that they may inquire about the study after it is complete. Email and phone should be given in case the participant does not have access to one. If a student is conducting the research, his/her name can be on the ICF, but the faculty sponsor should also provide information.

Commented [ML14]: Participants must sign one copy and be given one to take with them so that they have all information after they leave.

Commented [ML15]: Upon IRB approval, the ICF will be stamped with the approval end date (one year after IRB approval was granted). The researcher will copy the stamped ICF and use that copy for research purposes. At the end of the year, a renewal must be filed if data collection is not complete.