GHANA HEALTH SERVICE ETHICAL REVIEW COMMITTEE

Application for Ethics Approval

For Research with Human Participants

INFORMED CONSENT RESOURCE TEMPLATE

INFORMATION SHEET

Information Sheet provides brief information about the research for participants to make an informed choice of whether to participate in the study or not. It outlines the nature of the research, what the research involves, risks, benefits, payments (even if there is none, this should be stated).

SAMPLE OF INFORMATION SHEET

i**. Heading** (INFORMATION SHEET)

ii. **Title of Study**

iii. **Introduction:** Give brief introduction about yourself, that is, your name (Principal Investigator(s)), address, local telephone number, Email and where you work or study.

iv. **Nature of research:** Indicate what the project is about. Explain briefly in simple language what you are interested in finding. Mention which of the procedures is experimental (if applicable)

v**. Participants involvement:**

- **Duration /what is involved:** State clearly what would be required of participants and how much of their time would be required.
- **Potential Risks:** Give participants a fair idea about the consequences (risk or harm) of participation, that is, if there will be discomforts, emotional upset, psychological, among others.

- **Benefits:** Explain whether there would be any direct or indirect benefit from the study. Describe the scientific or other benefit hoped from the study
- **Costs:** Indicate whether there will be any costs involved, e.g. transportation and who will be paying for that cost.
- **Compensation/Payment:** State whether or not participants will be given remuneration for their participation.
- **Confidentiality:** State how confidentiality will be preserved. Note that, where there is an intention of conducting any qualitative study confidentiality might be flawed.
- **Voluntary participation/withdrawal:** Clarify that participation is voluntary and their right to withdraw from the study any time without penalty.
- **Outcome and Feedback:** Explain what will happen to data and whether any feedback will be given to participants.
- **Appropriate alternative Procedures and Treatment**: Disclose in full any appropriate alternative procedures and treatment etc. that may serve as possible alternate options to study participation(if applicable)
- **Funding information:** State briefly and clearly who is/are funding or sponsoring the study/research.

Note: If recording of interview or taking photographs of participant is intended, request permission for this and state how you would ensure anonymity.

Who to Contact for Clarification: (*This should come at the bottom of the information sheet*).

Give name, department, telephone and e-mail of Principal Investigator or contact address of someone who is readily available to address concerns of participants. Also, include Ethics Committee Administrator's contact number for participants for further clarification if need be.

[i] GHS-ERC, Research Ethics Administration Feb, 2014