APPENDIX B
FORM TD3
INFORMED CONSENT DOCUMENT CHECKLIST FOR RESEARCHERS

YES	NO	N/A	DESCRIPTION
○	○	-----	Have you included a brief description of the purpose/rationale of the study?
○	○	-----	Have you included a brief description of the study design?
○	○	○	If the research involves a questionnaire or a survey, have you provided the questionnaire or survey? Or supplied sample questions?
○	○	-----	Have you indicated the time commitment required of participants?
○	○	-----	Have you indicated whether and what incentives are offered to participants and why?
○	○	-----	Have you included a brief description of risks/benefits and mitigation methods?
○	○	○	If the study involves any type of physiological assessment or procedure (such as those studies undertaken by Kinesiology and/or psychology researchers), have you provided the following information in the Informed Consent Document?: i. Information about the expertise of the researchers conducting the study (i.e., if it involves giving an injection, that the researcher is competent to do so) ii. Notification to participants of any measures that are being taken to safeguard their person iii. Notification to participants of any potential risks and/or impacts to their person due to their participation iv. Information for participants on any anticipated circumstances arising from their participation in the study v. Notification to participants of any benefits vi. Contact information for participants regarding resources available to them should any concerns arise at a later date
○	○	-----	Have you described the methods by which confidentiality and anonymity will be attained and maintained?
○	○	-----	Have you included statements of the following (as applicable)?: i. Participants have the right not to answer questions ii. Participants have the right to withdraw at any time iii. Should a participant withdraw from the study, all data generated as a consequence of their participation shall be destroyed iv. Participants shall address any ethical concerns regarding the research to the Manager of Research Ethics v. How the research will be presented or reported
○	○	-----	Have you described the storage method, length of retention and disposal method of all data gathered during the study?
○	○	-----	Have you included a statement indicating that the research has been reviewed and approved for compliance to research ethics protocols by the Human Participants Review Subcommittee (HPRC) of York University?
○	○	-----	Have you provided contact information for participants should they have questions (a contact phone number for *your Graduate Program Office* and contact information for the *Manager, Office of Research Ethics, York University, 309 York Lanes, phone 416-736-5914*)
○	○	-----	Have you provided contact information for yourself as the Principal Investigator (your name, your campus address, your status--i.e., Graduate Student)
○	○	○	If the study involves the use of a minor, have you included: i. A separate information letter to the parents of the minor ii. A separate parental permission letter which is to be attached to the minor's letter of "assent" iii. A line for the Parent or Guardian to indicate their relationship to the minor iv. A signature line for the parent/guardian of the minor.
○	○	-----	Have you included a signature line and a date line for participants?
○	○	-----	Have you included a signature and a date line for yourself as Principal Investigator?