

Abbreviated Informed Consent Form

1. An abbreviated written informed consent form is a simple written statement that all the elements of a comprehensive informed consent form (as outlined in “Comprehensive Written Informed Consent Form” in the *IRB Handbook for Research with Human Subjects*) have been provided to potential subjects in nonwritten form. It is often used with non-English speaking and illiterate participants.
2. The purpose of an abbreviated written informed consent form is to document the granting of consent in projects where the researcher has made an oral presentation (or PowerPoint presentation) of informed consent elements to the subject.
3. Abbreviated written informed consent forms are appropriate **only** for studies involving minimal risk where all the following requirements will apply:
 - The researcher will prepare and adhere to a script that presents all elements required of informed consent.
 - The form will be signed and dated by each subject or a legal representative.
 - The researcher will sign and date each form **and** the written script of the oral presentation.
 - A witness not otherwise affiliated with the research will be present at every oral presentation. Witnesses must speak and understand the language of participants if they are non-English speakers.
 - The witness will sign and date each consent form **and** the written script of the oral presentation.
 - The researcher will provide each subject and the witness with a copy of the signed, dated, and witnessed abbreviated form **and** the written script of the oral presentation or PowerPoint presentation.

An abbreviated informed consent form must include, at a minimum, all the following elements:

- Project name and dates
- Names of the principal researcher/ investigator (PI) and any other researchers
- Contact information (address, telephone number, e-mail address) for the principal investigator in the event of questions or concerns
- A statement that the subject has been provided with complete and accurate information about the project, followed by signature/date line(s) for the researcher or the researcher’s representative (if a representative is making the presentation)
- A statement of the subject’s consent to participate, followed by signature/date lines for the subject
- A statement of verification that the subject appears to have made an informed decision and has received a written description that matches the oral presentation, followed by the signature/date line(s) for the witness
- A statement of consent to participate on behalf of the subject, followed by signature/date line(s) for parents and/or guardians or legal representatives (if applicable)
- A statement that subjects are entitled to receive an abstract or a summary of the study after its conclusion
- A statement that the subject may withdraw from a study at any time for any reason without penalty
- A statement that subjects may decline to answer any question
- A statement that all data collected in any form on a subject will be destroyed if the subject withdraws from the study
- A statement that subjects have the right to receive a copy of the abbreviated informed consent form and presentation script

Note: Researchers are strongly encouraged to supplement a comprehensive or an abbreviated informed consent form with the IRB’s publication, “Your Rights as a Participant in Research.” It may be downloaded and copied as needed for use as a handout for potential subjects.