***IMPORTANT: ALL SECTIONS ARE REQUIRED UNLESS OTHERWISE NOTED. BEFORE FINALIZING & UPLOADING THIS DOCUMENT, REMOVE: THIS SECTION, ALL [RED INSTRUCTIONAL TEXT] AND BLUE EXAMPLES.***

**University of California, Irvine**

**Study Information Sheet**

***[Title of Study]***

**Lead Researcher**

Name and Title

Department

Telephone number and e-mail address

**Faculty Sponsor** *[If not applicable, please remove]*

Name and Title

Department

Telephone number and e-mail address

* Please read the information below and ask questions about anything that you do not understand. A researcher listed above will be available to answer your questions.
* You are being asked to participate in a research study. Participation in this study is voluntary. You may choose to skip a question or a study procedure. You may refuse to participate or discontinue your involvement at any time without penalty or loss of benefits. You are free to withdraw from this study at any time. **If you decide to withdraw from this study you should notify the research team immediately**.
* We are holding a focus group to learn more about [*briefly describe research*]. The focus group will last about [*XX minutes or hours*].
* Possible risks/discomforts associated with the study are *[List all potential risks/discomforts]* *Examples: an invasion of your privacy; a potential for a breach of confidentiality; embarrassment/social stigma; psychological distress*
* There are no direct benefits from participation in the study. However, this study may explain *[Include the benefit society may get as a result of this research being conducted]*
* We will ask you and the other people in the group to use only first names during the focus group. Please do not to tell anyone outside the group what any particular person said. However, we cannot guarantee that each participant will keep the discussions private.
* *[If subjects will be compensated for one session]* You will receive *[Enter type of compensation and amount/value]* for your participation in this study.  *Example: a $5 gift card to a local merchant*

*[If subjects will be compensated for multiple sessions]* You will receive *[Enter type of compensation and amount/value]* after each focus group.  There are *[Enter # of study sessions]* group interviews.  Total compensation for participation in this study is *[Enter total compensation for completion of the study]*.  If you decide to withdraw from the study or are withdrawn by the research team, you will receive compensation for the focus groups that you have completed.

*[If subjects will be compensated through the social science lab]* You will receive extra course credit for an eligible course through the UCI Social Sciences human subjects’ pool.You will receive a ½ unit of course credit for each ½ hour of participation in this study.  Total amount of credit you may earn for this study is *[Enter total # of units]*.  The course instructor offering extra course credit for participation in research must provide alternatives to earn extra course credit. The alternative assignment must require equal or less time and effort for the amount of extra credit that can be earned through participation in research.

* All research data collected will be stored securely and confidentially *[State how and where. If audio tapes, video tapes, or pictures will be used, state if and when they will be transcribed and destroyed. If participant names will be published, state so]*
* *Future Research Use* [*Include one of the following statements. If you are unsure if data may be shared, choose Option 1 so you are not prevented from sharing de-identified study data with other researchers in the future]*

*[Option 1:]* Researchers will use your information to conduct this study. Once the study is done using your information, we may share them with other researchers so they can use them for other studies in the future. We will not share your name or any other private identifiable information that would let the researchers know who you are. We will not ask you for additional permission to share this de-identified information.

*[OR]*

*[Option 2*:] Researchers will use your information to conduct this study. Information gathered during this research study will only be used for this study. They will not be shared with other researchers.

* Questions? If you have any comments, concerns, or questions regarding this study please contact the researchers listed at the top of this form.
* If you have questions or concerns about your rights as a research participant, you can contact the UCI Institutional Review Board by phone, (949) 824-8170, by e-mail at [IRB@research.uci.edu](mailto:IRB@research.uci.edu) or at **160 Aldrich Hall, Irvine, CA 92697-7600**.

**What is an IRB?**  An Institutional Review Board (IRB) is a committee made up of scientists and non-scientists. The IRB’s role is to protect the rights and welfare of human subjects involved in research. The IRB also assures that the research complies with applicable regulations, laws, and institutional policies.