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| Informed Consent Process ChecklistThis checklist is to help researchers monitor the consent process to ensure that it follows the approved process in the protocol and covers all of the required components. | C:\Users\cbcholka\AppData\Local\Microsoft\Windows\INetCache\Content.Word\UNM_OfficeInstitutionalReviewBoard_Horizontal_RGB.PNG1805 Sigma Chi NE | Tel: (505) 277-2644 Website: irb.unm.edu | Email: IRBMainCampus@unm.edu |

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| --- |
| Project Identification |
| *IRB reference number* |  | *Researcher Collecting Consent* |  |
| *Participant ID/Pseudonym* |  | *Date of Consent* |  |

[ ]  Verify the currently IRB approved version of the Consent Form was used.

[ ]  Consent process took place in a private area (or as according to the approved Protocol).

[ ]  All of the participant’s questions were answered.

[ ]  Participant is able to verbally express his/her understanding of what the research involves.

[ ]  Participant has had enough time, in their opinion, to make informed decision.

[ ]  Both of the following occurred:

[ ]  Printed name, signature, and date are accurately completed by participant and approved project team member.

[ ]  Written consent was obtained prior to performing any research activities.

–OR–

[ ]  Waiver of documentation of consent granted by the IRB.

[ ]  Special consent cases:

[ ]  Not Applicable

[ ]  HIPAA authorization obtained

[ ]  Assent obtained

[ ]  Signed Consent form retained by researcher and stored securely.

[ ]  A copy of the consent was given to the participant.

Notes about the consenting process including any information not included in the list above:

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