University Ethics Committee

INFORMED CONSENT AND DEBRIEF

Participants should be provided with as much information as possible to make an informed decision about participating beforehand, and any deception kept to a minimum. Guidance on producing a participant information sheet and consent form is available on the ethics webpage. Note that explicit consent must be obtained for audio/ video recordings and photography of participants. Participants must be debriefed following any form of deception, including the withholding of information from participants that they might need in order to make an informed decision about participating. The debrief document must explain why the deception occurred, address any concerns, and give participants the opportunity to withdraw their consent. The debrief document should be written in lay language and well-structured.

This should include:

• University logo, departmental and researchers' contact details

• A statement thanking participants for their time and contributions

• A brief reminder of initially stated project aims, along with study title

• A description of the deception and why this was necessary

• Sufficient information for the participants to make an informed decision as to whether they would like their data to be used for the research or would prefer to withdraw their data. This information should include:

      o a lay summary of the full research aims

      o clarification of the intended use of the data

      o how the research will be published

      o an explanation of how identifiable participants could be from any publications or other research outputs (e.g., conference presentations, commissioned reports)

      o (If applicable) a statement of any new or altered risks to participation

• The opportunity to withdraw consent for use of data in the research

• A contact for concerns or complaints (standard wording is available on the template information sheet)

• (If applicable) information on relevant sources of support, such as counselling services, websites or helplines.