|  | **University of Southern Philippines Foundation****RESEARCH ETHICS COMMITTEE** | Form No.  | **F-12** |
| --- | --- | --- | --- |
| **Guardian/Informed Consent/Assent Evaluation Worksheet**  | Version No. | 2 |
| Code | REC Form F-12 |
| Effective Date: | February 1, 2023 |
| Page Number | 1 of 2 |

IMPORTANT: All fields must be completed.

Research Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Researcher/s:  faculty  students  non-USPF

Name of Researcher/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Sponsor/Funding Agency (if applicable):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Submitted to the REC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Endorsed by/ Recommended by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Research Adviser/ Mentor with signature

(This area is for the ethical reviewer. Do not fill up.)

Legend: C – Complied NC – Not Complied N/A – Not Applicable

| **No.**  | **Areas to Assess** | **C** | **NC** | **N/A** |
| --- | --- | --- | --- | --- |
| 1 | Informed consent form is attached |  |  |  |
| 2 | The information sheet is free of technical terms, is written in laypersons’ language, and is easily understandable, complete, and adequate |  |  |  |
| 3 | The protocol makes it clear that the proposed study is research |  |  |  |
| 4 | The protocol explains the purpose of the study and the justification of the participants’ eligibility in participating in the study |  |  |  |
| 5 | The protocol clearly states the period to accomplish the study |  |  |  |
| 6 | The protocol provides the participants full description of the nature, sequence and frequency of the procedures to be carried out |  |  |  |
| 7 | The protocol provides a description or explanation as to the nature and likelihood of anticipated discomfort or adverse effects, including psychological and social risks, if any and what has been done to minimize these risks, and the action to be taken if they occur. |  |  |  |
| 8 | The protocol describes/enumerates the possible benefits, if any, to the research participants |  |  |  |
| 9 | The protocol describes/enumerates the possible benefits, if any, to the community or to society |  |  |  |

|  | **University of Southern Philippines Foundation****RESEARCH ETHICS COMMITTEE** | Form No.  | **F-12** |
| --- | --- | --- | --- |
| **Ethics Informed Consent** **Assessment Form** | Version No. | 2 |
| Code | REC Form F-12 |
| Effective Date: | February 1, 2023 |
| Page Number | 2 of 2 |

| **No.**  | **Areas to Assess** | **C** | **NC** | **N/A** |
| --- | --- | --- | --- | --- |
| 10 | The protocol describes/enumerates the procedure that will be followed to protect the confidentiality of participants’ data (either that provided by participants or that derived during and from the research itself). |  |  |  |
| 11 | The protocol contains a description conveying to a participant that confidentiality is waived due to the research design of the study |  |  |  |
| 13 | The proposal provides a description of the nature of any compensation or reimbursement to be provided (in terms of time, travel, man-days lost from work, etc.) |  |  |  |
| 14 | The protocol includes other options to participation |  |  |  |
| 15 | The protocol provides the description of procedure that will be followed to keep the participants informed of the progress and outcome of the research |  |  |  |
| 16 | The protocol includes the contacts such as the name and contact details of a person who can provide more information about the research projects at any time |  |  |  |
| 17 | Provisions on participants/ subject’s incapable of reading and signing the written consent form (e.g. illiterate patients) (Please explain on another sheet/s of paper) |  |  |  |
| 18 | Provision describing incapability of participants to giving personal consent (e.g. because of cultural factors, children or adolescents less that the legal for consent in the country in which the research is taking place, participants with mental illness, etc.) to express their decision. (Please explain on another sheet/s of paper) |  |  |  |
| 19 | The consent certificate includes the statements “I have read the foregoing information, or it has been read to me. I have had the opportunity to ask questions about it and any question I have asked to have been answered to my satisfaction. I consent voluntarily to participate as a subject in this study and understand that I have the right to withdraw from the study at any time without in any way it is affecting my further medical care” |  |  |  |

**Legend:** **C** – Complied **NC** – Not Complied **N/A** – Not Applicable

**Reviewed by:**

|  **Name** | **Signature** |  **Name** |  **Signature** |
| --- | --- | --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_ |