*This sample is for researchers to use as a guide in developing their study materials. Instructions to the researchers are written* *in* ***[square brackets in bold italics]*** *and should be deleted. Instructions that are* *in* ***[square brackets, bold italics, and are blue]*** *need to be replaced with details specific to the study and changed to* black, un-bolded, un-italicized*, and removed from square brackets before uploading the material to the research ethics application.****Please also delete this instructional paragraph.***

**Verbal Consent Script and Documentation Form**

**This script is intended to be read at the start of the study session. Prospective participants should receive a copy of the information letter in advance of the session and encouraged to read through the information in detail. The information letter can be reviewed again verbally with the prospective participant at the start of the session. The following script can be used to obtain and document the participant’s consent, the date, and their name. A copy of this form should be retained by the research team as a record of consent for the duration of the study, similar to how a written consent form would be stored.**

Have you had a chance to read the information letter? Do you have any questions?

As a reminder, participation is voluntary, and you may end the interview session by advising me of your decision at any time. If you have questions for the Research Ethics Board, contact information for the Office of Research Ethics is listed on the information letter that you received prior to this session. For all other questions about the study, you may contact me at ***[insert relevant details].***

***[Please include only the consent options that are relevant to your study. See the Information and Consent Guideline for additional details and examples of consent options]***

Do you consent to participating in the interview?

[ ] YES [ ] NO

Do you give permission for your interview to be audio-recorded?

[ ] YES [ ] NO

Do you agree to the use of anonymous quotations in any paper or publication resulting from this research?

[ ] YES [ ] NO

***[Depending on the nature of the research, you may wish to provide a variety of options for participants with regards to quotations, for example]:***

* *Do you agree to the use of anonymous quotations in any paper or publication resulting from this research with the understanding that you may be referenced generally by your area of expertise (e.g.,* ***[insert example]****)? [ ] YES [ ] NO*
* *Do you agree to the use of quotations in any paper or publication resulting from this study with the understanding that a pseudonym will be used in place of your real name (e.g., Jane Doe)?*

*[ ] YES [ ] NO*

* *Do you agree to the use of quotations directly attributed to your name in any paper or publication resulting from this study?* *[ ] YES [ ] NO*
* *Do you agree to the use of quotations directly attributed to your name and occupation in any paper or publication resulting from this study?* *[ ] YES [ ] NO*

Participant’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Researcher’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***[Please check that all relevant study details are included, changes are made to the document to accurately describe the study and procedures, and delete the instructional text printed in bold italics before submitting to the Office of Research Ethics for review.]***