

## Letter of Introduction and Informed Consent Form

**Study Title:**

**Researchers:**

Before agreeing to participate in this research, we strongly encourage you to read the following explanation of this study. This statement describes the purpose and procedures of the study. Also described is your right to withdraw from the study at any time. This study has been approved by the Research Ethics Board of Concordia University College of Alberta

### Explanation of Procedures

This study is designed to examine the ways in which \_\_\_\_\_. We are conducting this study to learn more about this question since it has not been studied much in the past. Participation in the study involves completion of a survey that asks you basic questions about yourselves and the specific timing and procedures you may have undergone as you \_\_\_\_\_, and a face-to-face interview, which will last for approximately one to two hours. The interviews will be conducted by one of the researchers, audio-taped and later transcribed for the purpose of data analysis. We will interview you and your spouse separately, in the counseling/interview room on the campus at Concordia University College of Alberta.

### Risks and Discomforts

There are no risks or discomforts that are anticipated from your participation in the study. Potential risks or discomforts include possible emotional feelings of sadness when asked questions during the interview.

### Benefits

The anticipated benefit of participation is the opportunity to discuss feelings, perceptions, and concerns related to the experience of \_\_\_\_\_, and to contribute to understanding of decision-making during \_\_\_\_\_.

### Confidentiality

The information gathered during this study will remain confidential in secure premises during this project. Only the researchers will have access to the study data and information. There will not be any identifying names on the surveys or interview transcripts; they will be coded and the key to the code will be kept locked away. Your names and any other identifying details will never be revealed in any publication of the results of this study. The tapes will be destroyed at the completion of the study. The results of the research will be published in the form of a research paper and may be published in a professional journal or presented at professional meetings. It may also be published in book form. The knowledge obtained from this study will be of great value in guiding professionals to be more effective in \_\_\_\_\_.

### Withdrawal without Prejudice

Participation in this study is voluntary; refusal to participate will involve no penalty. You are free to withdraw consent and discontinue participation in this project at any time without prejudice or penalty. You are also free to refuse to answer any question we might ask you.

Further Questions and Follow-Up

You are welcome to ask the researchers any questions that occur to you during the survey or interview. If you have further questions once the interview is completed, you are encouraged to contact the researchers using the contact information given below. If, as a result of participating in this study you feel the need for further, longer-term support, you are welcome to contact \_\_\_\_\_ at [jdoe.concordia.ab.ca](mailto:jdoe.concordia.ab.ca).

If you have other questions or concerns about the study please contact the chair of the Research Ethics Board at Concordia University College of Alberta at 780-\_\_\_\_\_ or via e-mail at \_\_\_\_\_.

I, \_\_\_\_\_ (name; please print clearly), have read the above information. I freely agree to participate in this study. I understand that I am free to refuse to answer any question and to withdraw from the study at any time. I understand that my responses will be kept anonymous.

\_\_\_\_\_  
Participant Signature

\_\_\_\_\_  
Date

If:

- (a) you would like a copy of your interview transcript once it is available
  - (b) you are interested in information about the study results as a whole
- and/or
- (c) if you would be willing to be contacted again in the future for a possible follow-up interview, please provide contact information below:

Check those that apply:

- \_\_\_\_\_ I would like a copy of my interview transcript
- \_\_\_\_\_ I would like information about the study results
- \_\_\_\_\_ I would be willing to be contacted in the future for a possible follow-up interview

Write your address clearly below. Please also provide an email address if you have one.

Mailing address:

Email address:

Researcher contact information: