Teachers College, Columbia University
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INTERVIEW INFORMED CONSENT

Protocol Title: Perceptions of Mental Health, Treatment, and Recovery
Principal Researcher: Dr. Anna Freud, Ph.D., A.Freud@tc.columbia.edu, 212-222-2222

In as simple terms as possible, give the participants an idea about what the study will include. If you are asking about sensitive topics, please make sure to include this information in the description so that participants can make an informed decision about whether or not to participate.

INTRODUCTION: You are invited to participate in a research study about opinions and attitudes related to mental health, treatment, and recovery. You may qualify to take part in this research study because you are over 18 years old and are a licensed mental health professional with a minimum of five years' experience. This study consists of an audio-recorded 30-minute individual interview and 60-minute focus group session with your peers. During the individual interview and focus group, you will be asked to share your thoughts about mental health and wellness. In all, the study will take approximately 90 minutes.

Highlight the specific activities the participant will engage in (e.g., audio-recording, video-recording, tasks, etc.)

Set expectations for your participants by including a reasonable time limit for the combined total activities. Online hosts such as Qualtrics can help you estimate the time a survey will take to complete.

WHY IS THIS STUDY BEING DONE? This study is being done to understand the opinions and attitudes of therapists engaged in daily interactions concerning mental health. The researcher is interested in exploring what choices therapists make when recommending treatment options and how they monitor progress or recovery.

If you will be conducting a multi-part study, clearly list each activity and include the length of time and the tasks involved.

WHAT WILL I BE ASKED TO DO IF I AGREE TO TAKE PART IN THIS STUDY?
This is a two part-study. One part includes an audio-recorded individual interview and the second part includes a focus group session with your peers.

- During the 30-minute, audio-recorded individual interview, the researcher will ask you questions about your profession. These questions will address why you became a therapist and your experiences in that role.
- During the 60-minute, audio-recorded focus group session you will be asked to discuss your professional experiences. You will also be asked about your strategies

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to monitor progress or recovery for your patients. You will not be asked to share any specific patient diagnoses, only general information about your profession.

WHAT POSSIBLE RISKS OR DISCOMFORTS CAN I EXPECT FROM TAKING PART IN THIS STUDY? The study has minimal risk, meaning no more risk than adults would encounter in their typical, daily activities. However, you may experience some discomfort recalling your professional experiences as a therapist or your reflections about mental health.

When the research environment includes bystanders, participants, or non-researchers, you cannot guarantee full confidentiality. It is important that the consent form acknowledge the limits of confidentiality.

During the focus group session, other focus group participants will know your identity, and the researcher cannot guarantee that others in these groups will respect the confidentiality of the group. We will ask that you keep all comments made during the focus group confidential and not discuss what happened during the focus group outside the meeting. We will also ask group attendees to refrain from using real names or personally identifiable information.

Your participation is voluntary. You may skip any question that you do not want to answer, and you may leave the study at any time. After the audio recording is transcribed, it will be deleted. Your name or personal information will never be used in the reporting of this data.

In the consent form, you must explicitly state that participation is not required and that participants will not be penalized for skipping questions, taking a break, or leaving the study.

In this study, the participants do not receive any type of direct benefit (e.g., therapy, diagnosis, screening). Compensation for research participation is not considered a benefit. Research applicants will often state, "no direct benefit" but still offer payment for participation. **Overstated benefits** are the most frequent revision researchers receive from IRB reviewers. Overstating research benefits can be coercive. If benefits cannot be guaranteed, a researcher should not use the word, "will" or other absolute words (e.g., always, entire, and complete).

WHAT POSSIBLE BENEFITS CAN I EXPECT FROM TAKING PART IN THIS STUDY? There are no direct benefits to you for participating. Participation may benefit the field of psychology to better understand the best way to train therapists.

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WILL I BE PAID FOR BEING IN THIS STUDY? You will not be paid for participating in this study**.**

WHEN IS THE STUDY OVER? CAN I LEAVE THE STUDY BEFORE IT ENDS? The study is over when you have completed the individual interview and focus group session. However, you can leave the study at any time even if you have not finished.

PROTECTION OF YOUR CONFIDENTIALITY The primary researcher will keep all written materials locked in a desk drawer in a locked office. Any electronic or digital information (including audio recordings) will be stored on a computer that is password protected. What is on the audio recording will be written down and the audio recording will then be destroyed. There will be no record matching your real name with your data.

HOW WILL THE RESULTS BE USED? All collected data will be analyzed and used solely for professional purposes such as journal articles or programs to be used for educational purposes.

Make sure to include all activities for which you may intend to use the data (in both the foreseeable and distant future). In some cases, researchers collecting data do not initially intend to publish the results, so they do not include this information in the consent form. However, if they later decide they want to publish the results, researchers will be limited by the stipulations outlined in the consent form.

The TC IRB consent form template includes two signature lines for this section (1) "I give my consent to be recorded" and (2) "I **do not** give my consent to be recorded." If audio recording is a requirement for participation, you can remove the "I do not consent to be recorded" line, as it is not applicable if the study requires audio recording.

CONSENT FOR AUDIO RECORDING Audio recording is part of this research study. You can choose whether to give permission to be recorded. If you decide that you don't wish to be recorded, **you will not be able to participate** in this research study.

_____I give my consent to be recorded _____
Signature

WHO CAN ANSWER MY QUESTIONS ABOUT THIS STUDY? Should you have any questions or concerns regarding the research or your role as a participant in this study, please contact Dr. Anna Freud at A.Freud@tc.columbia.edu, 212-222-2222. If at any time you have comments or concerns regarding the conduct of the research or questions about

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your rights as a research subject, you should contact the Teachers College, Columbia University Institutional Review Board. The phone number for the IRB is (212) 678-4105 and the email is IRB@tc.edu. Or, you can write to the IRB at Teachers College, Columbia University, 525 W. 120th Street, New York, NY, 10027, Box 151.

Include both the PI's contact information and TC IRB's contact information on every consent form.

PARTICIPANT'S RIGHTS

- I have read and discussed the informed consent with the researcher. I have had ample opportunity to ask questions about the purposes, procedures, risks and benefits regarding this research study.
- I understand that my participation is voluntary. I may refuse to participate or withdraw participation at any time without penalty.
- The researcher may withdraw me from the research at his or her professional discretion.
- If, during the course of the study, significant new information that has been developed becomes available which may relate to my willingness to continue my participation, the investigator will provide this information to me.
- Any information derived from the research study that personally identifies me will not be voluntarily released or disclosed without my separate consent, except as specifically required by law.
- Identifiers may be removed from the data. De-identifiable data may be used for future research studies or distributed to another investigator for future research without additional informed consent from the subject or the representative.
- I should receive a copy of the Informed Consent document.

Hand signatures are for in-person data collection. If your study is online, you're working with adults competent to consent, the study is low risk, and the study activities are survey-based, you can replace signature lines with "I agree" check boxes. For example, you can state: "By clicking 'I agree' you agree to participate in this study. You also confirm that you are 18 years or older and a fourth-grade math teacher who has taught for at least 2 years." The "I agree" check boxes do not have to appear on the consent document itself as they can be added through your survey host once the consent form is imported. Qualtrics (a survey creation tool) is available to TC affiliates through my.tc.columbia.edu. Digital signatures may be accepted in some cases if you use EchoSign or DocuSign. However, the IRB will review this method on a case-by-case basis.

My signature means that I agree to participate in this study:

Print name: _____ **Date**: _____

Signature: _____