	Ethics Committee in Human Research Walailak University	**WUF 04-09/1.0**
	Participation Information Sheet Form	**Page 1 from 3**

Participant Information Sheet

Instructions ***(Please delete this part on your submitted copy.)***

To comply with research ethics in human subjects, please use this form as guidelines on preparation for participation information sheet by adjusting texts to be consistent with your research proposal.

1. ***Bold front:*** *It is necessary information to be written on the form.*

2. ***Normal front:*** *It is information relevant to your research proposal. If any items don't apply to it, indicate them as "not applicable".*

3. ***Italic front:*** *It is suggested information for filling out the form, which you shall delete it on your submitted copy. Avoid terminology and foreign words.*

The information must be clear enough for research participants to read up in proper time.

1. Title of research project:

……

……

2. Name of principal investigator: …….*(You may indicate all co-investigators)*…….

Position:

……

……

School/faculty:

……**Workplace**:

……

3. Purposes of the research

(Describe your objective(s) or research goal(s) clearly and succinctly.)

4. Qualifications of participants

(Explain inclusion criteria or how qualified participants are included. For example, they have a disease which investigator is studying.)

5. Number of participants……..person(s)

(Identify the number of participants in need. Explain in details if they must be derived from different clusters.)

duration of data collection: ……..day(s)

(Specify the period of conducting experiments or collecting data from the first participant to the last one.)

6. Procedures

(Explain every step clearly in details. For instance, participants must fill out questionnaires, have an interview, exercise (specify the time), have blood test (specify the time and amount of blood), get checked with specific equipment, take medicine, or travel (specify reimbursement of travel expenses) etc. If the research

coincides
with a chronic treatment, identify which step will be done as research. If placebo
is given, specify to what extent the participants will get, comparing to those who
do take medicine. In case of a questionnaire or an interview, specify how many minutes it takes.)

7. Benefits

(Describe the results of the research including their benefits to participants, communities, society and the country. If the participants don't gain direct benefits,
it should be noted that 'this research is not directly beneficial to the participants'

8. Potential risks

(Frankly reveal the degree of possible risks, discomforts, or side effects from
the research so that the participants can understand and decide whether they accept potential incidents before participating in the research.

9. Compensation

Detail the compensation or assistance In case of unexpected side effects
in the wake of the research. For instance, the participants shall receive medical treatments of acceptable standard. The investigator will be in charge of medical expenses: ……. (Specify the name of responsible investigator, contact number, and his/her institute)

10. Allowance (if any)

(Specify types and amounts of allowance. For example, the participants
shall receive reimbursement of travel expenses or medical expenses, and types of souvenirs/ their values. Clearly inform the participants if they must pay for any expenses themselves.

11. Specify how questionnaires are safely returned

(Specify how to return questionnaires with confidential information. For example, directly hand them to the investigator, drop them in a given box, or send them by post. Specify expected time and date of getting back the questionnaires.)

12. Confidential data collection

(Detail how personal information is secured and how relevant information
is protected from illegal searching or self-identification. Ensure that the investigator must get permission before sharing pictures or names of the participants.)

Your personal information will be secured and protected with information security system, which cannot be reached by uninvolved people. The investigator
will reveal the information for academic purposes only with unidentified names. Also, the personal information of the

participants will be stored or shared to the public as a whole, not as individual.

13. You have legal rights to withdraw from the research project at any time.
Your decision doesn't affect any future treatments or other benefits.
Your information remains firmly confidential despite the withdrawal.

14. On the condition that you are not treated as indicated in this information sheet, you can contact the chairman of Walailak University Ethics Committee in Human Research (WUEC) at the office of WUEC, 2th floor, Research and Innovation Institute of Excelllence, Research Building, Walailak University 222 Thaiburi, Thasala District Nakhon Si Thammarat 80160 Thailand TEL.+66-7567-3590-6

If you find any doubts, please ask the principal investigator or a representative for more clarification. You can take this document home to consult with your friends, family and current doctor for consideration.