

***Guidance template for a written signed debriefing script for studies involving deception or incomplete disclosure.***

***How to use this template/guidance document:***

*In the sections below, you may replace any red/italicized directions/guidance, (or any other necessary language), with the appropriate information about your study. See guidance on deception studies in our FAQ section here: <http://www.irb.cornell.edu/faq/#qq11>*

*For online or verbal debriefing, where signed informed consent is waived, investigators may use a version of the script most suited to the medium being used. In those cases, investigators should make sure that the essential elements identified below, are addressed in the debriefing process.*

**Project Title:** *Provide the title of the study*

**Principal Investigator:** *Name  
Department  
Contact Information*

Thank you for participating in this study. In order to get the information we were looking for, we withheld some information/or provided you with incorrect information about some aspects of this study. Now that the experiment is over, *I/we* will describe the *deception* to you, answer any of your questions, and provide you with the opportunity to make a decision on whether you would like to have your data included in this study.

**What the study really is about**

*Provide a clear, concise explanation in lay language of the actual purpose of the research. Include how and why the participant was deceived, and which parts of the study were real and which parts were false. Explain the benefits of this study, if there are any. If you expect that revealing this information could potentially cause harm to the participant (including stress, trauma, strong emotional reaction), please contact the IRB staff for guidance on how to proceed with the debriefing. Also, please explain to the participant how their data will be used if they give permission to include it in the study.*

**Taking part is voluntary**

Although you have already completed the *survey/interview/etc.*, your involvement is still voluntary, and you may choose to withdraw the data you provided prior to debriefing, without penalty or *loss of compensation offered to you*. Withdrawing your submission will not adversely affect your relationship with Cornell University, the researchers, or any of our affiliates.

**Privacy/Confidentiality**

If you agree to allow us to use your data, here is how we will maintain confidentiality of the information (*if this is reasonable*). *Briefly explain again how you will protect their privacy and confidentiality. If none is promised, disclose that here as well.*

The main researcher conducting this study is [*principal investigator's name*], a [*professor, graduate/undergraduate student, etc.*] at Cornell University.

*(If this is an option)* If you have questions later, or would like to know about the results of the study, you may contact *[principal investigator's name]* at *[email address]* or at *[phone number]*. Or their faculty advisor *name and contact information if PI is an undergrad student, grad. student, or PhD candidate*.

If you have any questions or concerns regarding your rights as a subject in this study, you may contact the Institutional Review Board (IRB) for Human Participants at 607-255-6182 or access their website at <http://www.irb.cornell.edu>. You may also report your concerns or complaints anonymously through Ethicspoint online at [www.hotline.cornell.edu](http://www.hotline.cornell.edu) or by calling toll free at 1-866-293-3077. Ethicspoint is an independent organization that serves as a liaison between the University and the person bringing the complaint so that anonymity can be ensured.

Please sign below *(or in the case of phone, online or other media where signed debriefing is waived, use another method to get participant preference)* if you do, or do not, give permission to have your data included in the study:

I have been debriefed by the Research team, and I understand the true intent of and the purpose of my participation in the study title *"TITLE"*. I agree that the data collected during the study may be included for the purpose of the study.

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I have been debriefed by the Research team, and I understand the true intent of and the purpose of my participation in the study title *"TITLE"*. I DO NOT give permission for the data collected during the study to be included for the purposes of the study.

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You will be given a copy of this form for your records. *If this is written*