**GUIDELINES FOR CREATING INFORMED CONSENT TEXT**

(subjects’ consent for voluntary inclusion in the research based on detailed and truthful information)

Text of the informed consent must include the following:

Form/text must be printed on the official sheet of paper (memorandum)

General remarks:

* Language level must be adapted to the research population (general rule is the understanding at the level of upper classes of elementary school).
* The subject should be given a copy of the consent text.
* Include contact information for the researcher and supervisor (address, telephone, fax, e-mail).

Introductory information must include:

• The purpose of the research (in accordance with information from the research protocol).

• Identity of the researcher and her/his relationship with the School of Dental Medicine.

• Warm and encouraging invitation to participate.

• Explanation why the specific subject has been invited to participate (explanation of the inclusion criteria).

• Number of research participants (data is more important the smaller the sample size is).

Participation conditions:

• Participation is voluntary and subject can stop her/his participation any time during the research without any bad consequences for herself/himself.

• Description of the procedures with subjects and duration of each procedure.

• Information referring to audio and video records and explicit consent to recording.

• Subject can reject to answer any individual question (for research using interviews and questionnaires).

Risks / benefits:

• State every foreseeable risk, harm or discomfort.

• State possible benefits (including the information, if correct, that there is no direct benefit from the research).

Compensation:

• Information about the payment or compensation for participation.

Access to the information, confidentiality and publication of results:

• Inform who has access to the information.

• Inform about data storage during the research and/or destruction of the data upon the research completion.

• Offer information about research results and suggest the method of delivery.

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• Specify the level of confidentiality and/or anonymity of subjects and explain how this will be achieved.

• Explain possible confidentiality restrictions.

• Statement of the researcher on (1) the aim to publish results of the research or to present them publicly in another way and (2) whether identity of the respondent will remain thereby confidential (if, for example, pseudonyms will be used etc.).