Sample Debriefing Form

Title of Project: (List the title of the project)

Researcher: (The name, Department Affiliation, and contact info for the primary investigator should go here)
Department: XXXXXX
Contact Information: Telephone (XXX) XXX-XXXX Email XXXX@XXX.XXX

Faculty Advisor: (The name, Department Affiliation, and contact info for the faculty advisor should go here)
Department: XXXXXX
Contact Information: Telephone (XXX) XXX-XXXX Email XXX@XXX.XXX

Thank you statement:
(Include a statement thanking participants for their participation.)

Recap Statement:
(Reiterate with respondents what the purpose of the study is. Review with them the procedures they just undertook. If there was any deception, reveal it to the respondents and explain the nature of the deception. Disclose everything to the participants)

Compensation/Treatment:
(Restate any and all information about compensation or rewards for participation)

Contact info:
(State they can contact the primary investigator, faculty advisor or IRB if they have questions/concerns about this study. Provide contact information for all 3 sources)

Primary investigator/Graduate student: XXXX (XXX) XXX-XXXX or XXXX@XXXX.XXX

Faculty Advisor: XXXX (XXX) XXX-XXXX or XXXX@XXXX.XXX

IRB: (XXX) XXX-XXXX or XXXX@XXXX.XXX

Questions/Concerns:
(Provide contact info for place respondents can reach out to if the material caused them to feel uncomfortable in any way. This should be of a counseling service or professional health center.)