

**Research Consent Form for Surveys
Current Interns**

Title of Study: Kresge Inquiry Project
Principal Investigator: Crystal LoudHawk-Hedgepeth
Co-Investigators / Study Contact: Tami Nendick
(218) 679-2860
Study ID Number:
Sponsor: Kresge Foundation

Introduction

You are being invited to participate in a research study. Before you agree to be in the study, read this form carefully. It explains why we are doing the study; and the procedures, risks, discomforts, benefits and precautions involved. At any time, you may ask one of the researchers to explain anything about the study that you do not understand.

You do not have to be in this study. Your participation is voluntary. You must be at least 18 years to participate. Minors would need parental permission to participate in this study.

Take as much time as you need to decide. If you agree now but change your mind, you may quit the study at any time. Just let one of the researchers know you do not want to continue.

Why are we doing this study?

We are doing this study to find out the process and value of internship programs to students, tribal colleges, and internship sites within three tribal colleges. Questions are not sensitive in nature, you will be asked to respond to questions about internship expectation, experience, and outcomes; career readiness; professional skills and attitude, and; communication from your perspective.

Benefits of research cannot be guaranteed but we hope to learn about best practices for developing internships within the context of Tribal Colleges and Universities.

Why are we asking you to be in this study?

We are asking you to be in this study because you are a current intern at Red Lake Nation College.

How many people will be in this study?

We expect to enroll 30 participants at Red Lake Nation College.

What will you be asked to do if you agree to be in the study?

If you agree to be in this study you will be asked to complete a survey before you start your internship and another one after you complete your internship.

How long will you be in the study?

The study will take about 20 minutes for the pre-survey and 30 minutes per post-survey of your time.

What are your choices if you do not volunteer to be in this research study?

If you decide not to be in the study, your other choices may include:

- Receive standard internship experience without being in a study.

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What if you agree to be in the study now, but change your mind later?

You do not have to stay in the study. You may withdraw from the study at any time without consequence. If you decide to withdraw let the internship coordinator know of your decision. You will still be able to complete your internship program.

What if the study changes while you are in it?

If anything about the study changes or if we want to use your information in a different way, we will tell you and ask if you if you want to stay in the study. We will also tell you about any important new information that may affect your willingness to stay in the study.

Is there any way being in this study could be bad for you?

If you participate in this study, you may feel discomfort answering questions about your internship experience.

Will being in this study help you in any way?

We cannot promise you will benefit from being in this study but you may help improve the internship program for future interns.

Who will pay for the costs of your participation in this research study?

If you complete the pre and post survey outside of your internship hours, you will receive a \$20 gift card each for your participation in the pre and post survey.

Who will know that you are in in this study and who will have access to the information we collect about you? Other participants in your focus group will know you participated. Only members of the research team will have access to your study records.

How will we protect your private information and the information we collect about you?

We will treat your identity with professional standards of confidentiality and protect your private information to the extent allowed by law. To protect individual privacy, the following procedures will be implemented. Using the consent form, research staff will inform participants about the pre and post survey. The survey data will be stripped of any identifying information. Participants will be urged to put their consent form in a safe place so that others won't stumble across it and ask questions. Before and after each survey, a member of the research team will make sure the exit door is clear of any people to reduce the risk of participants being asked why they were in the room or what they were doing. Surveys will be kept on a password protected computer. Only research staff will have access to the raw data.

To protect confidentiality of individual data, the following procedures will be implemented. Prior to accessing any study related information, research staff will be required to sign statements agreeing to protect the security and confidentiality of identifiable information. Paper-based records will be kept in a secure location and only be accessible to research staff involved in the study. Computer-based files will be encrypted and only made available to research staff involved in the study using secure access privileges and passwords. Identifiers will be removed from study related information. Audio recordings of participants will be transcribed and then destroyed to eliminate audible identification of subjects.

We will not use your name or other information that could identify you in any reports or publications that result from this study.

How will the data be used?

Survey data will be coded and compared with other data from this project. Survey data will be used to build a case for support for TCU internships and emergency aid opportunities by examining the structure, context, and needs within TCUs.

How will the data and information being gathered be disseminated (to tribes, journals, presentation, etc.)?

The data will be stripped of all identifying information and will uncover themes to help build a case to support and improve TCU internships and emergency aid opportunities. There will be no individual names associated with data. Data will be reported in aggregate form and approved by RLNC president, RLNC board of Regents, and/or project team at RLNC.

Do the researchers have monetary interests tied to this study?

The researchers and/or their families have no financial interest in this study.

Who can you contact if you have questions about the study or want to report an injury?

At any time, if you have questions about this study or wish to report an injury that may be related to your participation in this study, contact Crystal LoudHawk-Hedgepeth at (303) 426-8900 or Tami Nendick at (218) 679-2860.

Who can you contact if you want to discuss a problem or complaint about the research or ask about your rights as a research participant?

To report a grievance or concern, please contact the Northwest Indian College IRB at (360) 392-4224, or toll free 1-866-676-2772 x 1x 4224, or irb@nwic.edu.

Agreement to be in study

If you agree to participate in this study, you must be at least 18 years to participate. Minors would need parental permission to participate in this study. In addition, you must sign this consent form to take part in the study and consent to having the survey information you provided be used for data analysis to help build a case for support for TCU internships and emergency aid opportunities. We will give you a copy of this form to keep for your reference.

Participant's Name Printed

Signature of Participant

Date

FOR STAFF USE ONLY

Circle One: Current Intern Former Intern Intern Supervisor Staff Faculty Leadership Emergency Aid

Staff Initials: _____