

Completing the consent process for “Current Management and Health Care Quality for Patients with Knee and Hip Osteoarthritis Across the Maritime Provinces”

Step 1: True or False Questions

Read the consent form and complete the True or False questions for each section. Responses to these questions are required and selecting the correct response will allow the form to continue. At the end of each section, a question will confirm your answers to the previous True or False questions. You have the option select “Continue” or “No thanks, I’m not interested.”

Example of a True or False question:



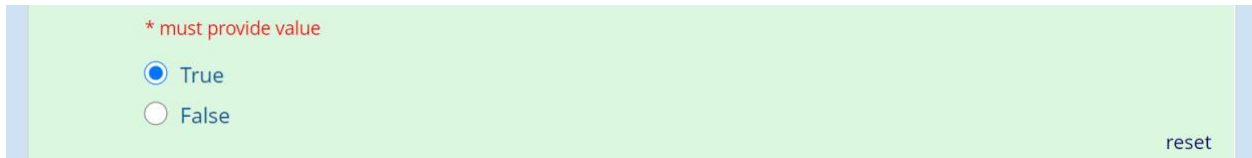
* must provide value

True

False

reset

Example of a correct response to the True or False question:



* must provide value

True

False

reset

Example of a confirmation question:



* must provide value

Continue

No thanks, I'm not interested

reset

Step 2: Complete Consent and Signatures

If you would like to participate in the study, please provide an answer (“Agree or Disagree” or “Yes or No”) to the questions relating to your personal information. Once you have responded to each of these questions, the form will automatically continue.

Example of an Agree or Disagree question:



* must provide value

Agree

Disagree

reset

Example of a Yes or No question:

* must provide value

Yes

No

reset

Step 3: Agreeing to Participate in the Study


If you agree to participate in the study, please complete the following fields:

Initial: Enter your initials. For example, “RC.”

Date: Select “Today” to enter today’s date (D-M-Y).

Email: Enter the email that the Atlantic PATH database used to contact you.

Phone number: This field is optional, but you may enter your phone number if you prefer to be contacted by phone.

Initial: * must provide value	<input type="text"/>
Date: * must provide value	<input type="text"/>  <input type="button" value="Today"/> D-M-Y
Email: * must provide value	<input type="text"/>
Phone:	<input type="text"/>

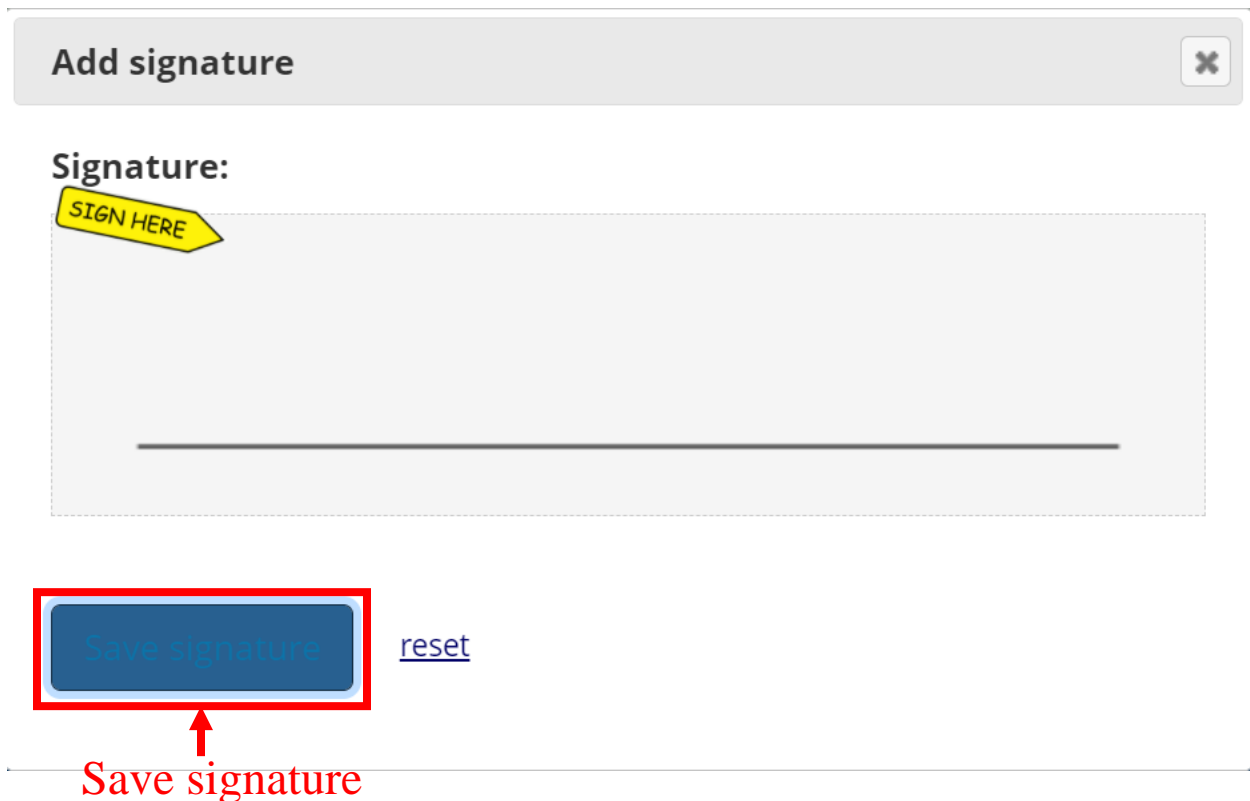
Step 4: Providing your Signature

To provide your signature, press “Add signature” on the right-hand side.

 [Add signature](#)


A dialogue box titled “Add signature” will appear. Where it says “Sign here” you can click and drag your mouse to create your signature (if you are on a laptop or desktop computer) or use your finger to draw your signature (if you are using a tablet or other touch-screen device).

Once you have written your signature, press the “Save signature” button (the blue button in the bottom left corner). A signature file should then be attached to your response.



Step 5: Add Your Name and Today's Date



Once your signature is uploaded, enter your first name, last name, and today's date. You can press "Today" to indicate today's date (D-M-Y).

First name: <small>* must provide value</small>	<input type="text"/>
Last name: <small>* must provide value</small>	<input type="text"/>
Date: <small>* must provide value</small>	<input type="text"/>  <input type="button" value="Today"/> D-M-Y

Step 6: Leave the Following Sections Blank

The following two sections are only to be completed by the research team. You are not required to enter any information here and can skip to the end of the form.

Person conducting consent discussion signature (only to be completed by the research team)	
Signature:	 Add signature
First name:	<input type="text"/>
Last name:	<input type="text"/>
Date:	<input type="text"/>  <input type="button" value="Today"/> D-M-Y

Principal Investigator signature (only to be completed by the research team)	
Signature:	 Add signature
First name:	<input type="text"/>
Last name:	<input type="text"/>
Date:	<input type="text"/>  <input type="button" value="Today"/> D-M-Y

Step 7: Review Your Responses

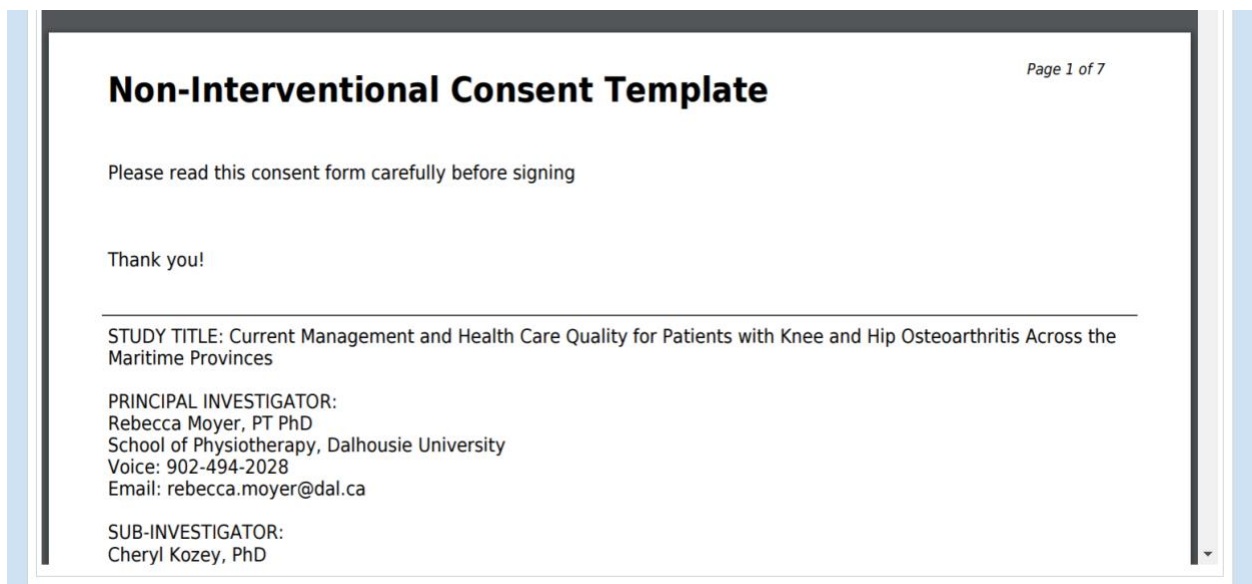
When you have completed these steps, you can continue to the bottom of the page and press “Next Page >>>”



On the next page you will see an overview of the consent form and your responses. You can download and print a copy of the consent form for your records.

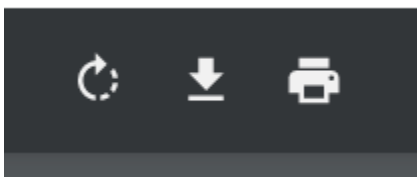
Non-Interventional Consent Template

Displayed below is a read-only copy of your survey responses. Please review it and the options at the bottom.



To **download** a copy of the consent form, press the **middle** icon (down arrow). This will download the completed consent form to your computer.

To **print** a copy of the consent form, press the **right** icon (printer). This will bring allow you to print a copy of the completed consent form using your current printer settings.



Once you have reviewed the consent form, check the box to certify that all the information is correct. If you need to change any information that you inputted, you can press the “<< Previous Page” button. If all the information is correct, you can press the “Submit” button to submit your informed consent to participate in the survey. Pressing “Submit” here will bring you to the first question in the survey.

I certify that all the information in the document above is correct. I understand that clicking 'Submit' will electronically sign the form and that signing this form electronically is the equivalent of signing a physical document.

If any information above is not correct, you may click the 'Previous Page' button to go back and correct it.

<< Previous Page Submit

Save & Return Later

Option to Save and Return Later

You have the option to save your progress and return the survey later. To do so, click on the “Save & Return Later” button on the bottom of the page.

Next Page >>

Save & Return Later

Part 1: When you click on “Save & Return Later,” a dialogue box will pop up to indicate your individualized ‘Return Code’ needed to return. **Please record this code.** This will link to all your previous responses and save your progress. Once you have copied the code, you can press the “Close” button in the bottom right corner.

'Return Code' needed to return

Copy or write down the Return Code below. Without it, you will not be able to return and continue this survey. Once you have the code, click *Close* and follow the other instructions on this page.

Return Code:

Close

Part 2: You will also require a secure survey link to save your progress within the survey. To obtain this link, enter your email address into the “enter email address” field and select “Send Survey Link.” The link will be sent directly to your email address, and your email address will not be stored. **Please note:** Due to information protection rules, the return code will NOT be included in the email, so it is important that you copy that down separately.

Your survey responses were saved!

You have chosen to stop the survey for now and return at a later time to complete it. To return to this survey, you will need both the *survey link* and your *return code*. See the instructions below.

1.) Return Code

A return code is ***required*** in order to continue the survey where you left off. Please write down the value listed below.

Return Code

* The return code will NOT be included in the email below.

2.) Survey link for returning

You may bookmark this page to return to the survey, OR you can have the survey link emailed to you by providing your email address below. For security purposes, **the return code will NOT be included in the email.** If you do not receive the email soon afterward, please check your Junk Email folder.

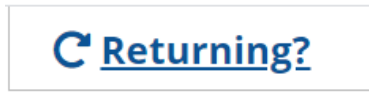
Enter email address

Send Survey Link

* Your email address will not be stored

Resuming Your Responses with a Return Code

When you are ready to resume the survey, you can find the “Returning?” button at the top right corner of the consent form page.



Once you click on the “Returning?” button, you have the option to select “Continue the survey.”

Returning? Begin where you left off.

If you have already completed part of the survey, you may continue where you left off. All you need is the return code given to you previously. Click the link below to begin entering your return code and continue the survey.

[Continue the survey](#)

From here, you can enter the Return Code that you previously saved. Press “Submit your Return Code” to resume your progress.

Non-Interventional Consent Template

To continue the survey, please enter the RETURN CODE that was auto-generated for you when you left the survey. Please note that the return code is **not** case sensitive.

[Submit your Return Code](#)