

Clarion University of Pennsylvania  
Institutional Review Board

Electronic Signature for Informed Consent in Baseline  
Electronic Consent Forms

The following policy is to be followed for research that requires a copy of the informed consent and the consent is being obtained via electronic means.

1. The informed consent screen must be one of the first screens displayed on the survey. If the participant selects “N”, then the survey ends.
2. By pressing “Y”, Baseline records that the participant clicked “Y”, which would indicate an electronic signature.
3. When developing the survey in Baseline, the mechanism that ensures the respondents using those emails are the only ones who can take the survey must be used.
4. All participants should receive a copy of the consent to participate.
5. In the consent form immediately after the signature:

Options for receiving a copy of the consent form:

- a. press <CNTRL> + P while on the screen to print the consent.
- b. Save to a computer: With the document open, open print. Save to PDF
- c. Receive an email with a PDF of the consent. Please notify the researcher.
- d. Photograph the consent form.

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