A logo for a university

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Research Assistant or Proxy Training Agreement

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| **Instructions:** The PROXY Form is designed for research assistants or experimenters who are only responsible for administering protocols or collecting data and are not involved in any other aspect of the research (e.g., study design, data analysis, or interpretation). Completion of this form may allow exemption from CITI training requirements, provided that the Principal Investigator (PI) takes full responsibility for ensuring ethical compliance. | | |  |
| **Researcher:** |  | | |
| **Title of Study:** |  | | |
| **Date:** |  | | |
| **Research Assistant or Proxy Name:** |  | | |
| **Affiliation:** |  | | |
| **Specific Research Tasks (e.g., survey administration, experiment facilitation, participant recruitment):** |  | | |
| **CITI Certification: (If yes, attach)** |  | | |
| **Reviewed protocol and participants rights:** |  | | |
| **Research Assistant or Proxy Agreement** | | | |
| The researcher assistant or research proxy agrees to the following:   * + The protocol for the proposed study has been reviewed with me by the researcher listed above.   + The consent to participate has been reviewed with me by the researcher listed above.   + I understand that voluntary participation in this study (if applicable) means I, or others, may not persuade the individual to participate at any time and the participant may refuse or stop participation at any time, for any reason, without penalty.   + I understand the protocol and agree to ensure to uphold the protocol and consent process to the best of my ability.   + I agree to maintain participant confidentiality at all times and will not store, share, or discuss research data outside of IRB-approved protocols.   + I certify that I will comply with all IRB-approved research protocols and follow the instructions of the Principal Investigator. I understand that my role is limited to data collection and protocol administration, and I will report any concerns or ethical issues to the PI immediately. | | | |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Signature of Research Assistant/ Proxy | | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Date Signed | |
| **PI/ Researcher Agreement** | | | |
| The researcher agrees to the following:   * I certify that I have provided training on participant confidentiality, consent, ethical considerations, and research protocols to the research assistant/proxy. | | | |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Signature of Researcher | | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Date Signed | |