

**IRB APPENDIX J - NON-ENGLISH
SPEAKING PARTICIPANTS**
REV. MARCH 2015

Complete this form to request inclusion of non-English speaking participants in the proposed research. The IRB requires consent forms (unless waived) and all documents seen by participants to be written in a language understandable to the participant. Translation into a language other than English must be performed by a qualified translator (e.g., native speaker in the language, professional translation services, etc.). The IRB may request verification by an independent expert in that language, as necessary.

Procedures:

- 1. The IRB must approve the English version of the consent form, as well as any other documents seen by participants (e.g., recruitment materials, information sheets, surveys, etc.).**
- 2. The translated documents, as well as documentation of the qualifications of the translator, must be submitted to the IRB for final approval.**

For guidance (including use of the short form consent documentation), **see** [21 CFR 50.27 \(b\)\(2\)](#).

Principal Investigator:

Protocol Short Title:

1. List the language(s) the participants will speak.

2. List any investigator(s) and/or key personnel who are fluent in the language(s) of the participants.

3. Describe the provisions in place to provide translation services during the participant recruitment and consent processes.

4. Describe the provisions in place to provide translation services throughout the participants' duration in the study.

5. Describe the provisions in place to handle emergency contacts (i.e., questions, problems) from non-English speaking participants.