**Informed Consent Script for DocuSign**

**Study Title:**

**Principal Investigator:**

Hello, my name is \_\_\_\_\_\_\_\_ I am a [staff member role] from the San Francisco VA Health Care System. I want to thank you again for your interest in participating in our research study entitled, [study title].

You should have received an email with our consent documents and I would like to go over them with you. Is now a good time?

The overall research study is designed to \_\_\_\_\_\_\_\_\_\_\_\_. You have been asked to take part in this study because \_\_\_\_\_\_\_\_. The Principal Investigator for this study is \_\_\_\_\_\_\_\_\_ from the San Francisco Veterans Affairs Health Care System (SFVAHCS). The purpose of this phone call is to review the consent forms, provide instructions to complete these forms with Docusign, and to address any questions you may have about the study.

Participation in our study is completely voluntary; you don’t have to complete the consent documents unless you want to continue with the study. Do you have any questions before I go on?

To begin, open the email I sent you containing the link to the consent forms. If you cannot find it, let me know and I will resend it [resend as needed]. Please follow along as I provide information about each section of the consent form.

At the beginning of the consent form, you will find an outline of what will occur during the study.

[**Describe study procedures, time commitment, study payments, study team contact information, etc.**]

**Add confidentiality information as needed, for example:** By signing this consent form, you will allow us to collect specific information from you and we may need to access your VA medical record to obtain information about \_\_\_\_\_\_\_\_\_\_\_\_. We will do everything we can to protect your privacy and keep your information confidential. The information that identifies you includes only your name, address, phone number, and your SSN. This information will be securely stored in a locked file that is separate from all other information we collect. In other words, your responses to our telephone interview questions will not be linked to your name or social security number or any other direct way to identify you.

**Add additional consent information as needed, such as:** Please take your time to read over the consent form and sign accordingly. On the last page of the consent form, initial to authorize the use of digital audio recordings of the interview for review by research team members (required for study participation), opt in or opt out of the optional [study procedures], opt in or opt out of video recording, sign to agree to take part in our research, and lastly opt in or opt out of being contacted about future research studies.

Let me know if any questions come up as you read through the forms. Please let me know when you have signed the forms so I can look over them and sign in the appropriate places. You will be given a copy of this consent form to keep.

[Check that form has been completed]

Thank you for completing the forms and taking the time to meet with me today. I will be in contact soon about next steps.  If you any questions after this call, please contact me at [phone] number or via email at [email].

End call.