DEPARTMENT OF FAMILY, CONSUMER,
AND HUMAN DEVELOPMENT
LOGAN UT 84322-2705

USU Original IRB Approval 12/20/2006
Amend.#10 Approved: 09/09/2009
Approval terminates12/19/2011; #1654
IRB Password Protected per IRB Administrator

INFORMED CONSENT for ADULTS

Smart Steps: Embrace the Journey

Welcome you to the *Smart Steps: Embrace the Journey* classes. These classes are designed for adults and children in remarriages and stepfamilies. Participants include, but are not limited to, remarried couples, cohabitating couples, and single parents who are dating. Participants' children are also invited to participate. There will be approximately 200 families attending the classes throughout Utah. The purpose of these classes is to improve family relationships and to provide education about happy remarriages and stepfamilies. We will be evaluating the helpfulness of these classes and ask you to take part in the on-going evaluation. Dr. Brian Higginbotham, in the Department of Family, Consumer, and Human Development at Utah State University, is overseeing the program evaluation.

As part of the program evaluation, participants are asked to complete a few short surveys. Surveys will be passed out at the end of each class and will ask about the things you learned. The surveys take approximately 3-5 minutes to complete. During the first and last class, we will also ask you to provide a little information about yourself. This information will help us learn about the characteristics of individuals and families who take advantage of these educational classes. We are also interested in evaluating if the information in these classes helps individuals over time. Consequently, twice a year we will send a brief follow-up survey and you may be asked to participate in a focus group and/or interview. Classes, focus groups, and interviews may be photographed and video or audio taped. The feedback you provide will help us revise and improve the *Smart Steps* classes. Participation in the program and program evaluation is entirely voluntary. You may refuse to participate in any part of the classes and associated evaluation, or withdraw entirely, at any time without consequence.

During the course of these classes, you will be informed of any significant new findings (either good or bad). There is no cost and no anticipated risks to participating in the evaluation. It is possible that you may feel some discomfort as you respond to particular questions and you are welcome to skip any questions you do not want to answer. We are required to report child abuse and neglect as well as domestic violence witnessed by children.

It is expected that participation in the *Smart Steps* classes will enhance your knowledge about remarriages, stepparenting, and co-parenting. The things you learn may also help you cultivate happy and healthy relationships with your spouse or partner. Your participation in the program evaluation may help us to improve the classes for future participants. No one from your family, not even your spouse, will ever see your responses. If results of the study are published or presented, your names will not be listed.

Research records will be kept confidential, consistent with federal and state regulations. Only Dr. Higginbotham and his research assistants will have access to the data which will be kept in a locked file cabinet in a locked room. Personal, identifiable information will be kept for five years to facilitate annual follow-up.

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Funding for these classes and the program evaluation is provided by the United States Department of Health and Human Services within the Administration for Children and Families; Grants 90FE0129 and 90YD0227. Any opinions, findings, and conclusions or recommendations expressed in these classes and associated materials do not necessarily reflect the views of the Department of Health and Human Services.

The Institutional Review Board for the protection of human participants at USU (IRB) has approved this research study. If you have any questions or concerns about your rights, you may contact the IRB at (435) 797-1821. If you have questions about the program evaluation or research-related problems, you may reach Dr. Higginbotham at (435) 797-7276.

You have been given two copies of this Informed Consent. Please sign both copies and retain one copy for your files. Return the other copy to the class facilitator.

Signature of Adult Participant: By signing below, you are indicating that you have read and understood this document and hereby agree to participate. You are also giving permission for your child(ren) to participate in the Smart Steps classes and evaluation. You have been told about the purpose, procedures, possible problems and benefits of the study and your children's rights as participants in the study.

_____ _____
Adult Participant's Signature Date

_____
Adult Participant's Printed Name

Brian Higginbotham
Signature of Project Director/Evaluator

Questionnaire regarding Head Start/Early Head Start Eligibility

Because these classes are offered at a Head Start agency, we are interested in knowing whether participating families are Head Start eligible. Please check all that apply.

		Check all that apply
A	I have a child or stepchild that currently receives Head Start or Early Head Start Services	☐
B	I have a child or stepchild that currently is on a waiting list for Head Start or Early Head Start Services.	☐
C	I have a foster child	☐
D	I have a child or stepchild that receives public assistance (TANF or SSI)	☐
E	I have a child or stepchild that is between the ages of 0-5 AND my family income is below 100% of the national poverty guidelines (see below)	☐
F	I am pregnant (or my partner is pregnant) and my family income is below 100% of the national poverty guidelines (see below)	☐
G	None of the Above	☐

_____

Printed Name of adult

_____

List names and ages of any children that may attend these stepfamily classes

Head Start Income Guidelines

Persons in Family or Household	100%
1	$10,830
2	14,570
3	18,310
4	22,050
5	25,790
6	29,530
7	33,270
8	37,010

For each additional person, add	$3,740

SOURCE: *Federal Register*, Vol. 75, No. 148, August 3, 2010, pp. 45628-45629

Office Use Only

Class: _____ Cohort: _____ _____ ID: _____ Entered: _____