

ETHICAL CONSULTATION POLICY AND PROCEDURE

<p>Title: Ethical Consultation Policy and Procedure</p> <p>Version 2.0 – 25 March 2019</p>	<p>Approved by: Leanne McLean Commissioner for Children and Young People</p> <p>Date: 25 March 2019</p>
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Why do we need this Policy?

The Ethical Consultation Policy and Procedure (this Policy) provides a broad framework and specific guidance to ensure that consultation processes involving children and young people initiated by the Commissioner for Children and Young People (the Commissioner):

- are conducted ethically;
- are informed and guided by the *National Statement on Ethical Conduct in Human Research 2007* (Updated May 2015);
- promote the wellbeing of children, young people and other participants; and
- respect and protect children, young people, and other participants from harm.¹

This Policy assists the Commissioner and staff within the Commissioner’s office (CCYP staff) to:

- meet their responsibilities to children, young people and other participants in consultation;
- identify ethical issues that arise in the design, review and conduct of consultation; and
- deliberate about those ethical issues, and justify decisions made about them.

¹ The development of this policy has been informed by work done in other jurisdictions. We acknowledge in particular work by the WA Commissioner for Children and Young People, the NSW Advocate for Children and Young People, and the Scotland Commissioner for Children and Young People.



Policy Statement

The Commissioner and CCYP staff will conduct all consultations with children and young people in an ethical manner, with regard for the wellbeing of children, young people and other participants, and in a manner that affords them respect and protection from harm.

Before conducting a consultation as part of a project or program, CCYP staff will assess the risks to the children, young people and other participants involved and document this assessment using the Ethics Review Self-Audit Tool (the Tool).

Consultation as part of a project or program that is assessed to be of 'negligible risk' or 'low risk' can progress with the approval of the Commissioner.

Where consultation as part of a project or program is assessed to have a risk value higher than 'low risk', the Commissioner will, depending on the assessed level of risk, seek advice and direction from an external ethics review expert (nominated by the Commissioner) on the ethical considerations related to the proposed consultation and on the design of the consultation. The Commissioner may also submit the consultation to a Human Research Ethics Committee (HREC) for review.

A completed ethics review should be approved by the Commissioner prior to commencement of the consultation.

The Commissioner and CCYP staff will continue to assess risk during consultation processes. If at any time during a consultation process, the Commissioner or a CCYP staff member identifies a risk that has not previously been identified, or is concerned the wellbeing of participants is being negatively impacted, or a participant is being harmed, the Commissioner or CCYP staff member will take immediate action to remedy this circumstance.

This Policy has implications for other policies of the Commissioner and, in turn relies on other policies. It should be read in conjunction with the policies set out at page 12.

Policy Detail

Definitions

Appropriate to age and maturity refers to the assessment that material and support provided to children and young people, questions asked of them, and processes of engagement align with their cognitive capacity to assess their own situation, consider possible options, express views, influence decision-making, understand another's perspective and think logically and conceptually within the context of cause and effect. This can alternatively be viewed as ensuring that the ways children and young people participate, the questions they are asked and the support provided must be tailored to the needs of the children and young people involved.

Consultation refers to the myriad of processes by which children and young people's input and views on matters affecting them are sought.

Research, as used within this Policy, follows the *National Statement on Ethical Conduct in Human Research 2007* in adopting a broad definition. This Policy conceptualises 'research' to be creative and systematic work undertaken to increase the stock of knowledge, which includes the involvement of human beings through:

- taking part in surveys, interviews or focus groups;
- being observed by researchers;



- researchers having access to their personal documents or other materials; and
- access to their information (in individually identifiable, re-identifiable or non-identifiable form) as part of an existing published or unpublished source or database.

Research includes non-traditional methods of data collection, for example online data collection via blogs and forums, and the collection of large level group data, for example through forums or workshops. Research does not include the development of teaching materials that do not embody original research.

Risk refers to a potential for harm, discomfort or inconvenience, and involves:

- the likelihood that a harm, discomfort or inconvenience will occur; and
- the severity of the harm, including its consequences.

Low Risk Consultation refers to consultations where the only foreseeable risk is that of discomfort.

Negligible Risk Consultation refers to consultations where there is no foreseeable risk of harm or discomfort, and any foreseeable risk is no more than inconvenience.

Who does this policy apply to?

The Commissioner and CCYP staff undertaking consultations with children and young people as part of a project or program are responsible for implementing this Policy.

The Commissioner may, from time to time, procure consultation processes through external parties such as government or non-government organisations, consultants or researchers. Where the external party has no ethics review requirements of its own, this Policy will apply. Where the external party has its own ethics review process, the applicable ethics review process will be determined by the Commissioner on a case by case basis having regard for the wellbeing of children, young people and other participants, and in a manner that affords them respect and protection from harm. Where the relevant external party requires approval through a Human Research Ethics Committee (HREC), the consultation will require ethics review through that HREC in order to proceed.

What role and responsibilities does the Commissioner have when conducting consultations with children and young people?

Section 8 (1) of the *Commissioner for Children and Young People Act 2016* (the Act) outlines the Commissioner's general functions which include:

8(1)(c) researching, investigating and influencing policy development in matters relating to children and young people generally; and

8(1)(d) promoting, monitoring and reviewing the wellbeing of children and young people generally.

The Act is clear that its administration must be in accordance with a range of principles, which include:

Section 3(2)(c) the contributions made by children to the community should be recognised for their value and merit;



Section 3(2)(d) the views of children on all matters affecting them should be given serious consideration and taken into account.

The Act also provides that the Commissioner must establish a Consultative Council of children and young people representing the diversity of the Tasmanian population.²

These provisions position consultation with children and young people as a key aspect of the Commissioner's role and responsibilities

Further, in performing functions, or exercising powers, under the Act, the Commissioner must have regard to the United Nations *Convention on the Rights of the Child* (the Convention).³ One of the four guiding principles of the Convention is that children have the right to express their views and to be heard in all matters affecting them and for adults to give their views due weight in accordance with the child's age and maturity.⁴ This principle is described in Article 12 of the Convention. Article 13 also relates to participation.

Article 12: *Every child has the right to have a say in all matters affecting them, and to have their views taken seriously.*

Article 13: *Every child must be free to say what they think and to seek and receive all kinds of information, as long as it is within the law.*⁵

In fulfilling her functions, the Commissioner must do so according to the principle that the wellbeing and best interests of children and young people are paramount⁶, and that children are entitled to be protected from harm and exploitation⁷. In this context, it is fundamentally important that any consultation undertaken by the Commissioner or CCYP staff promotes the wellbeing and best interests of the children and young people involved, and is undertaken in a manner which protects and treats children and young people with respect.

Guiding Principles

The Commissioner's approach to consultation with children and young people is informed and guided by the *National Statement on Ethical Conduct in Human Research 2007* (Updated May 2015) (the National Statement).⁸ The following principles are drawn from the National Statement to guide all consultation processes conducted by the Commissioner and CCYP staff:

- **Safety** – Consultation conducted by the Commissioner and CCYP staff must be safe, and the wellbeing of all children and young people involved must be paramount. In this context, the Commissioner and CCYP staff are responsible for:
 - designing the consultation to minimise the risks of harm or discomfort to participants;
 - seeking external ethics review in accordance with this policy where consultation is assessed to have a risk value higher than 'low risk';
 - clarifying for participants the potential benefits and risks of the consultation; and
 - safeguarding the wellbeing of the participants in the consultation.

² See section 13(1)(a) and Schedule 2(3) of the *Commissioner for Children and Young People Act 2016*

³ See section 3(1)(b) of the *Commissioner for Children and Young People Act 2016*

⁴ UNICEF, *FACT SHEET: The right to participation*, Available: <http://www.unicef.org/crc/files/Right-to-Participation.pdf>

⁵ UNICEF UK, *Our Rights*

⁶ See section 3(1)(a) of the *Commissioner for Children and Young People Act 2016*

⁷ See section 3(2)(a) of the *Commissioner for Children and Young People Act 2016*

⁸ *National Statement on Ethical Conduct in Human Research 2007* (Updated May 2015). The National Health and Medical Research Council, the Australian Research Council and the Australian Vice-Chancellors' Committee. Commonwealth of Australia, Canberra



- **Merit** – No consultation will be conducted unless the Commissioner deems it to have merit. To have merit, consultation must:
 - contribute to knowledge and understanding of the issues that affect, and challenges that face, children and young people in Tasmania;
 - be justified by its potential benefit, which may include to improve social welfare, health and wellbeing of children and young people; and
 - be based on a thorough study of current literature.
- **Respect** – In conducting consultation, the Commissioner and CCYP staff will, at all times, recognise the intrinsic worth of all children, young people and other participants. This includes:
 - having due regard for the welfare, beliefs, perceptions, customs and cultural heritage of the children and young people involved;
 - respecting the privacy and confidentiality of the participants;
 - fulfilling any specific agreements made with the participants;
 - giving due scope to the capacity of children and young people to make their own decisions;
 - empowering children and young people to make their own decisions; and
 - providing for their care and protection.
- **Integrity** – All consultation conducted by the Commissioner will be conducted with integrity. This means that consultation is:
 - designed to ensure that respect for the participants is not compromised by the aims of the consultation, by the way it is carried out, or by the results;
 - informed and guided by recognised principles of research conduct;
 - conducted honestly with full disclosure of consultation aims, objectives and processes at every point; and
 - undertaken with full dissemination and communication of results, whether favourable or unfavourable, in ways that permit scrutiny and contribute to public understanding of the Commissioner’s consultation processes.
- **Justice** – All consultation conducted by the Commissioner is just, with the consultation aligning with the principles of the Act and relevant provisions of the Convention. This principle focuses on:
 - the selection, exclusion and inclusion of categories of participants being fair and accurately described in the outcomes of the consultation;
 - the process of recruiting participants is fair;
 - there is no unfair burden of participation on particular groups;
 - there is fair distribution of the benefits of participation;
 - there is no exploitation of participants in the conduct of consultation; and
 - there is fair access to the benefits of consultation.
- **Privacy and confidentiality** – Children and young people have a right to participate in consultation, while being assured that their rights to privacy and confidentiality are respected (within the limits to confidentiality defined in the Consent Policy).
- **Informed consent** – Informed consent to participate is sought in accordance with the Consent Policy.



Other Special Considerations

The Commissioner has regard for the interests and needs of all Tasmanian children and young people but, in accordance with the Act⁹, has special regard for those who may be vulnerable or disadvantaged for any reason.

We aim to actively include children and young people in consultation processes who are:

- Aboriginal and/or Torres Strait Islander and living in Tasmania;
- Culturally and linguistically diverse (CALD), new immigrant or refugee;
- LGBTI (lesbian, gay, bisexual, trans or intersex)¹⁰; and
- People living with disability.

We also seek to build lasting relationships with the organisations that provide services for, or engage with, children and young people, or are comprised of children and young people themselves.

In conducting consultation processes with children and young people who are vulnerable or disadvantaged, or for whom special considerations may arise, the Commissioner may seek guidance and advice from community and cultural leaders, parents and carers, and people experienced in working with these children and young people.

Any consultation undertaken by the Commissioner's staff or by external parties on behalf of the Commissioner will:

1. Acknowledge or take into account the specific:
 - cultural needs of Aboriginal and/or Torres Strait Islander children and young people and those from culturally and linguistically diverse backgrounds
 - needs of vulnerable or disadvantaged children and young people, and
 - needs of those with cognitive or other impairments, particularly where these issues may impinge upon the ability to provide informed consent to participation.
2. Be informed and guided by the *Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Health Research*.

In this way, we ensure that we engage and involve children and young people in consultation processes that:

- are culturally appropriate, respectful of cultural rights, values, expectations, practices and protocols;
- consider the diversity and uniqueness of a community or group – avoiding a “one size fits all” approach;
- protect and promote children and young people's best interests;
- empower, support and encourage children and young people to participate meaningfully; and
- seek their advice and feedback on how they would like to participate.

⁹ See section 3(2)(b) of the *Commissioner for Children and Young People Act 2016*

¹⁰ The Commissioner understands there are a range of terms and definitions that people use to define their gender or sexuality. We use the broad term LGBTI to inclusively refer to all people who are lesbian, gay, bisexual, trans and intersex, as well as to represent other members of the community who use different terms to describe their diverse sexuality and/or gender.



Utilising appropriate consultation methods

Any consultation undertaken by the Commissioner or CCYP staff will utilise methods that are *appropriate to the age and maturity* of the children and young people involved, and which recognise their cognitive, emotional, behavioural, safety, expressive and other needs.

It is expected that innovative approaches will assist children and young people's participation in consultations, and will deliver strategies to minimise risk, increase engagement and improve outcomes for all the parties.

Any consultation undertaken by the Commissioner or CCYP staff will:

1. Obtain 'Informed Consent' in accordance with the Consent Policy. Children and young people's involvement in consultation is voluntary and they will be informed that they can withdraw their consent at any time.
2. Maintain the confidentiality and privacy of the children and young people who participate. This will include de-identifying survey and interview transcript records; securing a confidential database, locked storage and/or disposal of all identifiable documents. This also includes only publishing images, names and other identifying information in accordance with the Consent Policy.

Ethics review process

All consultation with children and young people undertaken as part of a project or program by or on behalf of the Commissioner will require ethics review.

Ethics review will include self-audit (refer to the Ethics Review Self-Audit Tool in the Appendix to this Policy).

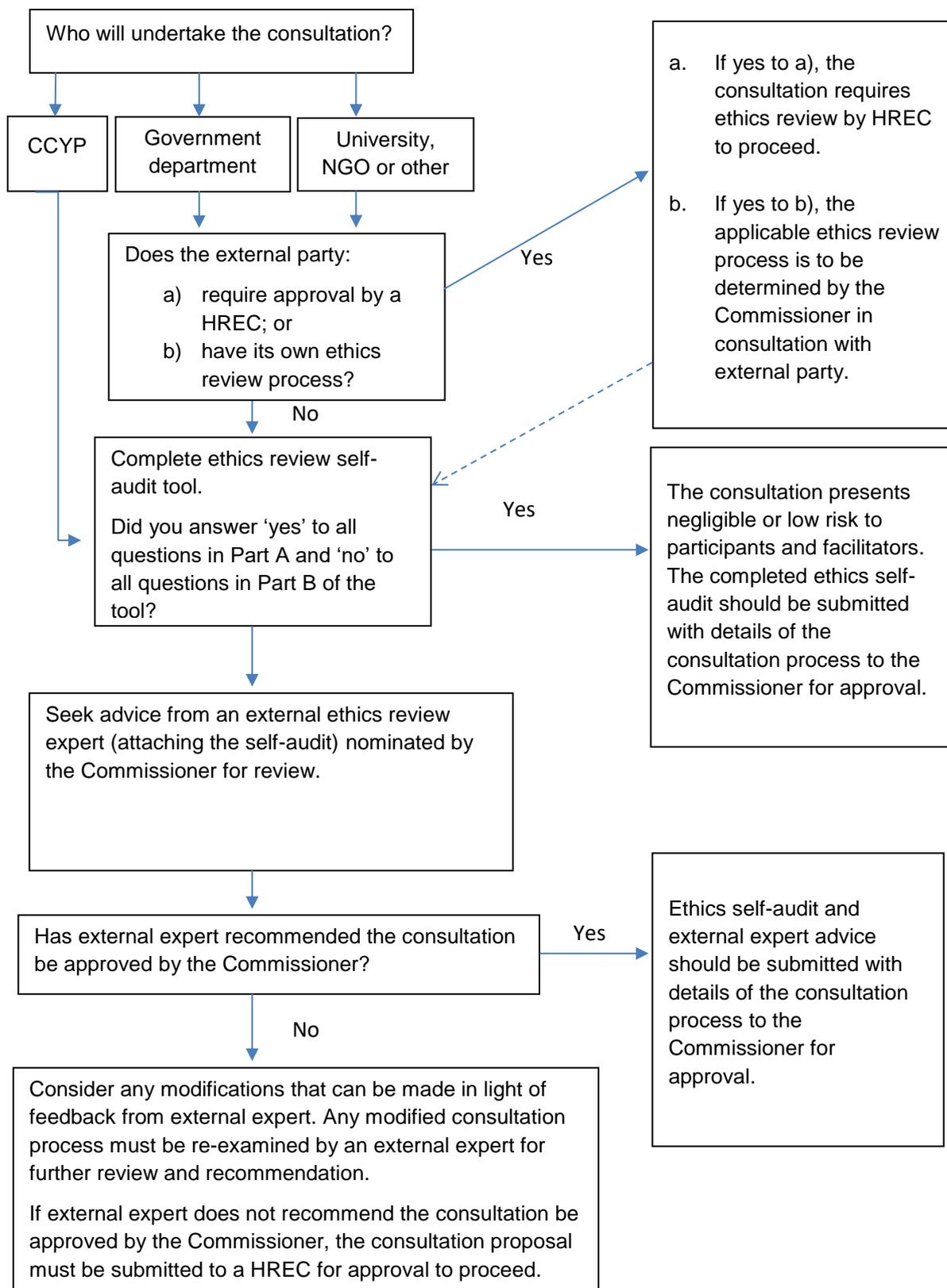
Depending on the results of the self-audit the planned consultation may also require review by an external ethics review expert and/or by a HREC.

The completed ethics review will be approved by the Commissioner prior to commencement of consultation.

See Ethics Review Flow Chart overleaf.



Ethics Review Flow Chart for Consultation with Children and Young People as part of a Project or Program





Use of incentives

Participation in consultations should be voluntary, and participants should be free from any coercion or inducement to take part.

Small incentives may be used to recognise participation. Where incentives are offered, consideration should be given to the health, safety and wellbeing of participants. For example, small tokens such as vouchers, movie tickets or stationery will be given in preference to energy dense foods or drinks.

Where used, incentives should not be contingent upon completion of the consultation where this could be construed as a penalty for withdrawing.

Reimbursement of expenses

Where expenses are incurred by a participant as a result of their participation in CCYP consultation processes, for example transport costs, these may be reimbursed by the CCYP. A decision to reimburse is at the discretion of the Commissioner and determinations are made on a case by case basis. The Commissioner and/or CCYP staff will endeavour to ascertain any potential cost implications with participants prior to any consultation.

Complaints Processes

For more information on CCYP complaints handling policy and procedure, see the CCYP Complaints Management Policy.



Procedure

The following procedure will guide decision-making in relation to the ethical considerations associated with the Commissioner's consultation processes as part of a project or program.

Step 1: Formulating the consultation proposal

CCYP staff will formulate a consultation proposal, which provides an outline of:

- The purpose of the consultation;
- The mandate for the consultation;
- The intended consultation process, including details of actual project activities; and
- An assessment of risk to children, young people and other participants in the consultation.

Step 2: Assessing Risk

As a key element of formulating a consultation proposal, CCYP staff will assess the risk to children, young people and other participants associated with the consultation. The assessment of risks involves:

- identifying any risks;
- gauging their probability and severity;
- assessing the extent to which they can be minimised; and
- determining how they can be managed.

CCYP staff will commence the process by conducting a brainstorming process to develop a body of information based on each risk assessment element identified in the dot-points above.

CCYP staff will then complete the 'Ethics Review Self-Audit Tool'. This form must be provided to the Commissioner for approval.

Refer to Ethics Review Self-Audit Too (Appendix).

Step 3: Consultation where the risk level is 'negligible risk' or 'low risk'

Where the Tool completed by CCYP staff indicates that the risk level is 'negligible risk' or 'low risk', the consultation proposal may be approved by the Commissioner without further work.

Step 4: Consultation where the risk level is higher than 'low risk'

The Commissioner will, in consultation with CCYP staff:

- revise the consultation proposal, and the activities involved, so that the risk level can subsequently be assessed as 'negligible risk' or 'low risk'; or
- seek advice and direction from an external ethics review expert (nominated by the Commissioner) on how the consultation project may ethically proceed.



Where advice and direction is sought from an external ethics review expert, the Commissioner may ask that they advise on how the risk could be fully mitigated or minimised, whether the risk is justified in the context of the benefits of the consultation, and/or whether the risk can be appropriately managed to ensure that the participants are not harmed in any way.

An external ethics review expert may provide advice formally, in the form of a written document, or informally through discussion with the Commissioner.

Step 5: Consent

Where the Commissioner determines that a consultation process will proceed, either as it is assessed to be 'negligible risk' or 'low risk', or as a consequence of advice provided by an external ethics review expert, the consent of all participants will be obtained.

For further information on the Commissioner's consent processes, refer to the Consent Policy.

Step 6: Continuing Assessment of Risk in Consultation Processes

CCYP staff will continue to assess risk to children, young people and other participants at each point in the consultation process.

Where new risks are identified or risks previously identified have not been effectively mitigated, advice will be immediately provided to the Commissioner. The Commissioner will take immediate action to ensure that the risk is immediately addressed. Options include, but are not limited to:

- immediately ceasing the consultation process;
- providing appropriate support and assistance to any affected participant and taking action to end their participation in the consultation process;
- providing appropriate support and assistance to any affected participant so that they may continue in the consultation process if they wish to do so;
- altering the consultation process; and
- seeking advice and direction from an external ethics review expert .

In taking action to address risks, the Commissioner's primary concern is the safety and wellbeing of the children, young people and other participants involved in the consultation.

Related Policies

- CCYP Consent Policy
- CCYP Participation Policy and Practice Advice
- CCYP Child Safe Policy
- CCYP Complaints Management Policy
- CCYP Images of Children and Young People Policy
- CCYP Transport Policy
- CCYP Code of Conduct (to be developed)



Information and Feedback

The Commissioner is committed to ensuring continual improvement of processes for children and young people's participation.

If you have any questions or feedback about this policy please contact:

Commissioner for Children and Young People
Level 1/119 Macquarie Street, Hobart, Tasmania 7000
Telephone: (03) 6166 1366
Email: childcomm@childcomm.tas.gov.au



Ethics Review Self-Audit Tool

Appendix to Ethical Consultation Policy and Procedure

Name of Consultation Project

<Insert Project >

(Please attach details of the consultation for approval by the Commissioner, including details of the extent to which the consultation has been discussed with, and informed by, external people/organisations.)

Project Officer

<Insert Name >

Ethics Review Self-Audit Tool Outcome

<p>Answers to Part A questions are all ‘Yes’ and answers to Part B questions are all ‘No’</p> <p>– this tool confirms that the consultation project poses a negligible or low risk to participants and facilitators.</p> <p><input type="checkbox"/></p> <p>The Consultation Project may proceed.</p>	<p>APPROVED / NOT APPROVED</p> <p>Leanne McLean Commissioner for Children and Young People</p> <p>Date:</p>
<p>At least one answer to the Part A questions is ‘No’ and/or at least one answer to the Part B questions is ‘Yes’</p> <p>– this tool confirms that the consultation project poses some ethical issues.</p> <p><input type="checkbox"/></p> <p>Information regarding the Consultation Project will be submitted to an external ethics review expert for advice.</p> <p>OR</p> <p><input type="checkbox"/></p> <p>Consultation with external ethics review expert has occurred and ethical issues have been addressed. The Consultation Project may proceed.</p>	<p>APPROVED / NOT APPROVED</p> <p>Leanne McLean Commissioner for Children and Young People</p> <p>Date:</p>



Purpose of the Ethics Review Self Audit Tool

The Ethical Consultation Policy and Procedure (the Policy) provides a broad framework and specific guidance to ensure that consultation processes involving children and young people initiated by the Commissioner for Children and Young People (the Commissioner):

- are conducted ethically;
- are informed and guided by the *National Statement on Ethical Conduct in Human Research 2007* (Updated May 2015);
- promote the wellbeing of children, young people and other participants; and
- respect and protect children, young people, and other participants from harm.¹¹

Under the Policy, the Commissioner and CCYP staff will conduct all consultations with children and young people in an ethical manner, with regard for the wellbeing of children, young people and other participants, and in a manner that affords them respect and protection from harm.

Before conducting a consultation as part of a project or program, CCYP staff will assess the risks to the children, young people and other participants involved and document this assessment using this Ethics Review Self-Audit Tool.

This tool must be completed for each consultation process involving children and young people as part of a project or program, and must be approved by the Commissioner as a part of the consultation planning process.

Ethics Review Self-Audit Tool

Part A – Ethical Considerations

1. **Given the intended target audience of the consultation process, is it appropriate to the age and maturity of the children and young people involved?**

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', provide detail of how the consultation has been designed to be appropriate to the age and maturity of the children and young people involved:

<Insert Details >

2. **Does the consultation process have merit?**

For example:

- How does it contribute to the knowledge and understanding of the issues that affect, and challenges that face, children and young people in Tasmania?
- How is it justified by its potential benefit?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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¹¹ The development of this tool has been informed by work done in other jurisdictions. We acknowledge in particular work by the WA Commissioner for Children and Young People.



If 'Yes', provide detail of the merit of the consultation process:

<Insert Details >

3. Does the consultation process respect the intrinsic worth of the children and young people participating?

For example:

- How does it have due regard for the welfare, beliefs, perceptions, customs and cultural heritage of the children and young people involved?
- How does it give due scope to the capacity of children and young people to make their own decisions?
- How does it empower children and young people to make their own decisions?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', provide detail responding to the individual criteria:

<Insert Details >

4. Will the consultation process be conducted with integrity?

For example:

- How is it designed to ensure that the children and young people involved are not compromised by the aims of the consultation, the way it is carried out, or the results?
- How will it be conducted honestly with full disclosure of the aims, objectives and processes at every point?
- How will it be undertaken with full dissemination and communication of consultation outcomes, whether favourable or unfavourable, in ways that permit scrutiny and contribute to public understanding of the Commissioner's consultation processes?

<input type="checkbox"/> Yes	<input type="checkbox"/> No

If 'Yes', provide detail responding to the individual criteria:

<Insert Details >

5. Will the consultation process be conducted with justice and equity?

For example:

- How will the selection, exclusion and inclusion of categories of participants be fair, and accurately described in the outcomes of the consultation?
- How will CCYP staff ensure that there is no unfair burden of participation on particular groups?
- How will CCYP staff ensure there is fair distribution of the benefits of participation?



- How will CCYP staff ensure there is no exploitation of participants in the conduct of consultation?

<input type="checkbox"/> Yes	<input type="checkbox"/> No

If 'Yes', provide detail responding to the individual criteria:

<Insert Details >

Part B – Risk Assessment

Participants

6. Is the consultation solely targeted at children and young people who:

Are physically or mentally ill?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have a disability?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have difficulty reading or comprehending any printed material distributed as part of the consultation process?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are Aboriginal and/or Torres Strait Islander?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are children in out of home care?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are vulnerable in other ways (for example, young offenders, recent refugees etc)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If 'Yes', please provide details:

<Insert Details >

Describe any measures that will be used to protect vulnerable participants including strategies to ensure the project is culturally secure:

<Insert Details >

Potential risks to participants

7. Will the consultation involve discussion of sensitive topics (e.g. personal sexual activity, personal drug use)?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', please provide details, including the steps taken to protect participants:

<Insert Details >

8. Is it foreseeable that this consultation could lead to the disclosure of:

- information about child abuse or neglect; or
- information about a child at risk of abuse or neglect; or
- information that identifies a child at risk of harm (e.g. from self-harming or from suicide); or
- any other information that would require the researchers to breach confidentiality conditions agreed with participants?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', indicate the likelihood of such disclosure and how this will be managed.

<Insert Details >

9. **Is it foreseeable that the consultation outcomes could be used in a way that would adversely affect participants or particular groups of people (for example, could consultation outcomes be presented in a way that could allow for identification of individuals where they have not given consent to be identified)?**

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', describe the potential risk for participants of this use of the data, and outline any steps that will be taken to protect participants:

<Insert Details >

10. **Is it foreseeable that participation in the consultation could induce psychological stress or anxiety or cause harm or negative consequences beyond the risks encountered in normal life?**

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', state the nature of the risk and what measures will be taken to deal with such problems:

<Insert Details >

11. **Is it foreseeable that participation in this consultation could adversely affect participants in any other way?**

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', give details and outline procedures to be put in place to deal with such problems:

<Insert Details >

12. **Will the true purpose of the consultation be concealed from participants?**

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If 'Yes', detail what information will be concealed and why, and if participants will be debriefed at the conclusion of the study:

<Insert Details >