



The Civil Justice System and the Public Project

Canadian Forum on Civil Justice

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INFORMATION SHEET FOR CONSENT

Members of the Public

The Canadian Forum on Civil Justice is an independent organization working to improve the way the civil justice system in Canada meets the needs of the people who use it. We believe that the system could be improved and an important first step is to find out about your experience in being involved with the system.

We are asking you to take part in this research as someone who has gained valuable knowledge about communicating with the civil justice system. The interview is an opportunity to share your knowledge and help us find ways to improve communication and encourage public involvement in civil justice system reform.

By civil justice we mean non-criminal cases like an adoption, child custody, divorce, disputes about damages to property, injuries from accidents, claims about land, or wills and estates.

When we talk about communicating we want to know how you communicated with people working in the civil justice system and got the information you needed. For example, who did you ask? Did you use the telephone, e-mail or fax? Did you go somewhere to get information? What was it like if you talked to a lawyer or went to the courthouse? We want to know what worked well, what didn't work, and how communication can be made better.

We would like to arrange an interview with you at a time and place that suits you. The interview will last about one hour, and with your permission, we would like to audio record it.

Everything you say will be confidential. We will only assign a number to the interview. We will keep all the information you give us in a safe, locked storage place. We will take care not to put anything in our report that could identify you.

You do not have to take part but we hope that you will.

If you do take part, you have the following rights:

- You can change your mind and stop taking part at any time.
- You can ask the interviewer any questions you have about the study.
- You do not have to agree to be audio-taped.
- You can have a printed copy of the interview transcript sent to you.
- You can have your name included in a list of all the people who helped us with this project.

If you are willing to take part, we thank you. Please answer the following questions and sign at the bottom to show that you have agreed.

Please check (✓) 'yes' or 'no' for each of the following questions:

	<u>YES</u>	<u>NO</u>
Do you understand that you have been asked to be in a research study?	<input type="checkbox"/>	<input type="checkbox"/>
Do you understand the information on this sheet?	<input type="checkbox"/>	<input type="checkbox"/>
Have you had a chance to ask questions about the research?	<input type="checkbox"/>	<input type="checkbox"/>
Do you understand that you can stop taking part at any time without having to give a reason and without any detriment to yourself ?	<input type="checkbox"/>	<input type="checkbox"/>
Are you satisfied that what you say will be kept confidential?	<input type="checkbox"/>	<input type="checkbox"/>

Your Participant Number: _____

Name of your interviewer: _____

Interviewer e-mail Address: _____

I agree to take part in this study. YES NO

I agree to the audio-taping of the interview. YES NO

I would like to have my name included in the final report as someone who helped with this research YES NO

I am willing to be contacted again for a possible follow-up interview YES NO

Signature of Participant

Date

Printed name

Telephone (optional)

E-mail (optional)