

Department of Defense Guard and Reserve Civilian Employment Study Employer Interviews - Oral Consent

Oral consent to review before starting interview

In the process of setting up this interview, we provided you with some basic information about our study, what participation in this interview entails, and how the information you provide us will be safeguarded and reported. Do you have any questions about our study that I can answer for you today? [Answer questions as needed] Would you like me to resend that email or to review those basic details again?

[If yes to the latter, read the following:]

- Your participation in the interview is voluntary. [ORGANIZATION NAME] was selected for participation on a random basis within specific categories of employers of particular interest for the purposes of our study. RAND will not inform DoD or anyone not on the project team of which employers have been invited or chose to participate.
- The interview should take about 45 minutes. You can stop the interview at any time and for any reason. You can also skip any questions that you prefer not to answer.
- With your permission, we will record the interview and have the audio file professionally transcribed. This approach is optional, but it will provide us with the most accurate documentation of our discussion. The audio file and transcription are confidential, which means only the RAND project team has access to them, and we have safeguards in place to protect them.
- RAND will keep the information you provide to us during the interview confidential. Neither employer nor individual participant names will be included in interview transcripts. The audio recording will be destroyed after the transcription is complete, and at the end of the study, all remaining information that could identify you will also be destroyed. Finally, RAND will not attribute comments to specific organizations or individuals in any public report or report to DoD. Rather, we will report on general themes that emerge from the interviews.

Do you have any questions before I proceed? Do you agree to participate?

May I record your interview?

If you have any questions or concerns about the study later on, please don't hesitate to contact me or RAND's Human Subjects Protection Committee. I provided that information earlier, and if you wish, I can send that information to you again.