*This information sheet template can be modified to clarify practices your study team will use based on your study locations and their requirements, EHS guidance you will adopt, department or school requirements and Dean’s office approval for those activities. These modified information sheets DO NOT NEED to be reviewed by the IRB as they represent measures required by the institution to mitigate the risk of spreading COVID-19.*

**Information Sheet for UW-Madison Research Subjects**

**COVID-19 Safety Precautions for Study Visits**

In preparation for your upcoming study visit, we’d like to share what to expect at your visit and what the University of Wisconsin-Madison researchers are doing to minimize the risk of spreading COVID-19 while participating in research studies. These safety processes are recommended by our Infection Prevention experts to lower the risk of getting COVID-19.

* Our study team confirms daily that they do not have any symptoms of COVID-19 (including Fever ≥100°F, Chills, Cough, Sore throat, Shortness of breath/chest tightness, Loss of taste or smell, Runny nose, Nasal congestion, Headache, Severe fatigue/exhaustion, or Muscle pain).
* Our study team will contact you 1-2 days before your scheduled visit to confirm that you also do not have any current symptoms of COVID-19 (see list above).
* Your study visit will be canceled if you are experiencing any symptoms.
* Patients, visitors and staff are required to wear face coverings in our facilities. Please have your mask on when you enter the facility. If you do not have a mask when you arrive, one will be provided to you for your visit.
* We are following social distancing guidelines and have created a study space to allow for social distancing for any activities that don’t require closer contact.
* Frequent handwashing and use of hand sanitizer is encouraged. Hand sanitizer is available at our site.
* ADD ONLY IF PROCEDURES IN YOUR STUDY REQUIRE COVID TESTING: The {name of study procedure} you are scheduled for at this visit requires a COVID-19 test. {Please describe the following:
	+ Where the subject can be tested,
	+ How long before the procedure they can/cannot be tested
	+ How they should communicate the results of the testing to you,
	+ What they need to do after the test regarding quarantine, and
	+ Who will pay for the test.
* Our study team does vigorous and complete cleaning of all common spaces with disinfectants known to be effective against COVID-19.
* {Describe any PPE in addition to the required face mask}.
* Please minimize the number of personal items brought to your visit.

ADD only if your study location allows for accompanying guests

* **Visitor guidelines**:
	+ Participants can bring **one visitor** over the age of 12 with them to their appointment if needed.
	+ Visitors who are currently experiencing or recently experienced any acute respiratory symptoms, such as a cough or shortness of breath, or who have had a diagnosis of COVID-19 in the last 10 days are not permitted.
	+ Respect social distancing (maintaining at least 6 feet away from others) even when wearing a face covering.
	+ Visitors are required to wear a personal face covering at all times.