**UNIVERSITY OF WASHINGTON**

**CONSENT FORM**

**The Impact of the Stay-at-Home Measures on Daily Rhythms of Work**

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**Researchers’ statement**

We are inviting you to participate in a research study. This form will give you the information you need to decide to be in the study or not. Read it carefully and ask questions if anything is not clear to you. This process is called ‘informed consent.’ Keep a copy of this form for your records.

**What is the purpose of the research?**

The main goal of this project is to better understand from a biological rhythms perspective how daily work habits and sleep-wake patterns are affected by changes in social environment and remote work caused by the “Stay-at-Home” orders during the COVID-19 pandemic. We will do this by using the dates and times of your Android smart phone application usage as a proxy for your working activity, as well as by asking you to fill out a brief survey about your daily habits.

**What will happen in this research study?**

When you sign up, you will be provided with a set of instructions that will walk you through downloading your phone usage data. After you download your data, you will be offered two options for participation: **1)** to provide us with the complete file (that will include both timestamps and names of used apps), or **2)** to provide us with a file containing **ONLY the timestamps of your phone usage, excluding any sensitive contents of your phone data (namely, app names).** If you choose to participate using option 2, we will walk you through a set of instructions so you can remove any sensitive information from your file before uploading it.

We require that you are able to provide timestamps data for **at least two months** of phone usage, although the file that you will generate may contain data from more than a year, depending on how long you have been using an Android phone. You do not need to worry about this – the more data we count on, the better it will be for our study.

You will share this timestamp data with the research team via a password-protected file sharing service such as Google Drive. You will then be asked to fill out a survey using Google Forms that will ask you for some information about your working habits and sleep patterns. We expect that the entire process should take you around 1-2 hours to complete.

**Will I be paid for participating? How?**

We will not be able to provide compensation for this study. Your participation will be on a voluntary basis.

**Do I have to participate in this study? Is participation voluntary?**

Your participation in this study is completely voluntary. You may refuse to participate or may withdraw from the study at any time. You can ask researchers to completely remove your data from it at any time.

**Are there any risks associated with this study?**

The researchers have taken measures to keep information about you confidential, and your data private. However, there could be a breach of confidentiality if someone other than the researchers accessed this information. If you feel you have been harmed by participating in the study, contact Professor Horacio de la Iglesia.

**How will you protect my privacy?**

Data from the online survey and timestamps will be stored in a secure data server which can only be accessed by the researchers. This data will be stored independently from any identifying information. After each stage, the information will be removed from the server and stored exclusively on private password-protected computers at the laboratory of Dr. de la Iglesia.

During this study, identifiable personal data about you will be collected. Government or university staff may review this study to make sure it has been done safely and legally. If this happens, your records may be examined. The reviewers will protect your privacy. The study records will not be used to put you at legal risk of harm.

We understand you may have particular concerns about the security of your phone data. While we believe the timestamps of the phone app usage are valuable proxies for working habits that could contribute to our understanding of changes in daily behavioral rhythms during social isolation related to the pandemic, we do not expect you to be comfortable sharing your full phone contents with us. **Therefore, we have created a webpage where you can upload your phone usage data and download a file containing the timestamps of your application usage only. Your data is deleted from the webpage immediately after you finish your session**. If you decide to participate, we will thoroughly walk through this procedure with you and ensure that we have taken every precaution to reduce the risk that your private information may be compromised. **You will also be able to de-identify the names of phone apps used, and the data you provide will contain only the times of usage.** If there are phone apps that you feel contain particularly sensitive information that you are not willing to contribute, you will be allowed to exclude those from the analysis.

The results of this research study may be published in a medical book or scientific journal. However, any identifying information **will not** be used without your permission. Personal or identifiable information will be kept in a secure locked location, and/or a password protected computer only accessible by the investigators. The information collected in this study will be available to the researchers for up to 10 years.

**If you have additional questions or concerns about how the data may be used, contact the researchers. Their information is detailed in the first page of this consent form.**

**Subject’s statement**

If you agree to participate in this study, proceed to fill out this form. Before consenting, be aware that you are encouraged to reach out to the Study Coordinator by e-mail or phone with any questions, comments or concerns you have before proceeding. By providing consent, you will be acknowledging the following:

*“This study has been explained to me via this electronic consent form. I volunteer to take part in this research. I have had a chance to ask questions. If I have questions later about the research, or if I have been harmed by participating in this study, I can contact one of the researchers listed on the first page of this consent form. If I have questions about my rights as a research subject, I can call the Human Subjects Division at (206) 543-0098. I will receive a copy of this consent form.”*