**Video, Audio, and Photography Recordings**

Investigators may choose to use video (moving picture), audio (sound), or photograph (image) to record information for research. Methods of recording research participants can include use of a camera, camcorder, smartphone, voice note, Skype, Adobe Connect, etc.

Recording the voice and/or image of an individual creates a distinct type of record that requires unique handling and storage, as well as consent. Investigators need to be mindful of the fact that voice and full-face photos and comparable images are considered personal health identifiers. As such, like other research data, the informed consent should include information on:

- How the video, audio, or photographs will be obtained, e.g., record/video a focus group or interview session, ask participants to take images or recordings of some aspect of their lives, use images from medical records (HIPAA)
- What will be recorded or photographed (voice only, video or photo to include facial features, photo of a discreet portion of the body to document a medical condition)
- How the video/audio/photograph will be used (e.g., educational purposes), create more accurate record of research proceedings, for commercial use
- If audio or video recordings will be transcribed, who will transcribe the recordings, and will the transcription be stripped of any personal identifying information or will it be coded to protect each participant’s identity
- Where the audio, video, or images will be stored (secured location such as behind a firewall)
- Who will have access to the audio, video, or images (study staff, contracted individuals for transcription)
- How the audio, video, or images will be protected (e.g. password-protected access)
- How long the images and/or recordings will be retained, and when and how they will be destroyed, if at all

It is recommended that the consent form include a separate heading to specifically address the issues inherent in the collection of research data using video/audio/photography recordings. Investigators may consider informed consent form language that gives participants the opportunity to state the level to which they agree to have their video/audio/photograph recording data used for various purposes. Additionally, if the recording is not required as part of the research study, it must be clearly stated in the consent form along with a way for a participant to select whether or not to be recorded.

Finally, investigators should only record what is necessary for the study and take all steps necessary to blur or obscure the images of those who have not consented to the research and/or to be recorded/photographed.

Below are model statements investigators may adapt to describe recording tools.

**Sample: Video and Audio Recordings**

*In this section, explain in detail the specific procedures that will be used to protect the study records and subjects’ identity. Include a statement describing how electronic files and data are stored and protected.*
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will be secured, maintained, and disposed of. Include the following suggested statements for studies involving video and audio recordings, participants must have the option of whether or not to consent to each use of their recordings]. Please indicate whether you consent to each of the following:

_____ I agree that segments of the recordings made of my participation in this research may be used for conference presentations, as well as education and training of future investigators/practitioners.

_____ I agree to have my recordings archived for future research in the field of [insert area/field of research for which the recordings will be use)].

Sample: Video Recording of Study Activities
Interviews may be recorded using video devices. Recordings will assist with accurately documenting your responses. You have the right to refuse the video recording. Please select one of the following options: I consent to video recording: Yes _____ No _____

Sample: Audio Recording of Study Activities
Interviews may be recorded using audio recording devices. Recordings will assist with accurately documenting your responses. You have the right to refuse the audio recording. Please select one of the following options: I consent to audio recording: Yes _____ No _____

Sample: Photographing of Study Activities/Participants
Photographs of participants may be taken to preserve an image related to the research. You have the right to refuse to allow photographs to be taken. Please select one of the following options: I consent to photographs: Yes _____ No _____

Sample: Interview Recording
Please sign below if you are willing to have this interview recorded [specify audio or video]. You may still participate in this study if you are not willing to have the interview recorded.

Sample: Focus Group Recording
The use of video/audio recording for this study has been chosen over taking handwritten notes because [insert reason]. You have the right to withdraw from this study if you choose to not be video/audio recorded. Please be advised that although the investigators will take every precaution to maintain confidentiality of the data, the nature of focus groups prevents the investigators from guaranteeing confidentiality. The investigators would like to remind participants to respect the privacy of your fellow participants and not repeat what is said in the focus group to others outside of the group.

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The video/audio from the focus group may be used for [future research studies, educational purposes, conference presentations, etc.] You have the right to refuse the use of the video/audio recording for future use. Please select one of the following statements: I consent to the future use of my video/audio recording from this focus group: Yes ____ No____

Sample: Use of Recording
The recording(s) will be used for [include purpose of recording; e.g., sample language may include: analysis by the research team; possible use as a teaching tool to those who are not members of the research staff (i.e. for educational purposes); commercial purposes. If the tapes will be used for commercial purposes, the consent must specifically state whether the subject would be compensated for this use.]

The recording(s) will include [indicate whether the subject’s name or any other identifier will be recorded. If videotaping will be utilized, indicate the extent to which subject’s identity would be masked (e.g., facial features partially blocked; recording will not include facial pictures; recording will include full facial pictures.)]

The recording(s) will be stored [include measures taken to protect subjects’ privacy. For example: in a locked file cabinet with no link to subjects’ identity; in a locked file cabinet and linked with a code to subjects’ identity; in a locked file cabinet and labeled with subjects’ name or other identifiable information] and will be [indicate the length of time the recording(s) will be retained, e.g. destroyed upon completion of the study procedures; destroyed upon publication of study results; retained indefinitely.] 4

Sample: Use of Recording for Educational Purposes
We may wish to present some of the tapes from this study at scientific conventions or as demonstrations in classrooms. Please sign below if you are willing to allow us to do so with your recording.

I hereby give permission for the video/audio tape made for this research study to be also used for educational purposes and to maintain the confidentiality of the information on that tape.5

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