

Participant Recruitment Plan

Date: [Insert Date]

To: [IRB Board Name]

From: [Your Name]

[Your Institution]

Subject: Participant Recruitment Plan for [Study Title]

Dear Members of the IRB,

I am writing to submit the participant recruitment plan for the study entitled "[Study Title]," which aims to [briefly describe study objectives]. The following outlines the strategies we intend to use to recruit participants effectively while ensuring their rights and well-being are protected.

1. Target Population

The target population for this study includes [describe demographic details such as age, gender, location, etc.].

2. Recruitment Methods

We will employ the following methods to recruit participants:

- Advertisements in [venues, such as local newspapers, online platforms, etc.].
- Collaboration with [clinics, community centers, etc.].
- Social media outreach via [specific platforms].

3. Inclusion and Exclusion Criteria

The inclusion criteria are as follows:

- [Criterion 1]
- [Criterion 2]

Exclusion criteria include:

- [Criterion 1]
- [Criterion 2]

4. Informed Consent Process

We will ensure that all participants provide informed consent prior to their participation. The consent process will include [briefly outline consent procedures].

5. Timeline

We plan to begin recruitment on [insert date] and expect to conclude by [insert date].

Thank you for considering our recruitment plan. We welcome any feedback or recommendations you may have.

Sincerely,

[Your Name]

[Your Position]

[Your Institution]

[Your Contact Information]