Research Protocol Application

This form must be reviewed and completed in its entirety. A complete description of planned research, in laymen's terms (non-scientific and non-technical language understood by someone with no scientific background), needs to be submitted to determine if all regulatory policy requirements are met. All fields should contain information. Descriptions should be limited to two to three paragraphs. **Avoid technical jargon.** Indicate **N/A** when not applicable.

The IRB will not consider any research that does not fulfill ethical principles reflected in the Belmont Report. These three basic ethical principles are:

Respect For Persons
(Autonomy)

Involves a recognition of the personal dignity and autonomy of individuals, and special protection of those persons with diminished autonomy. Respect for persons underlies the need to obtain informed consent.

Beneficence

An obligation to protect persons from harm by maximizing anticipated benefits and minimizing possible risks of harm. Beneficence underlies the need to engage in a risk/benefit analysis and to minimize risk.

Justice

The benefits and burdens of research are distributed fairly.

Justice requires that subjects be selected fairly.

Please type and submit this form along with **final** copies of all project related materials via IRBNet. Attention to these details will facilitate the IRB's review of your project.

Additional revisions to this document after submission should be in **red**. You may compose revisions in a separate document then copy and paste into the applicable field.

For further guidance or assistance, please contact the IRB office at (915) 747-6590 or by email at irb@utep.edu.

For more information, please see the **Investigator Manual for Human Subjects Research.**
(Ctrl+click to follow the link)

UTEP IRB

Research Protocol Application

(A) Project Information

Principal Investigator: Daniel Dosal-Terminel, PhD	
University Title: ☒ Faculty/Staff ☐ Student	
Department: Counseling and Special Education	
Email Address: ddosaltermine@utep.edu	**Phone Number:** 9157477638
Protocol Title: Experiences of Rural School Counselors Working with Children through a Play Therapy Training	
Human Subjects Research Training Completed: ☒ Yes ☐ No	
Anticipated Start Date: 6/2/2025 **Anticipated End Date:** 8/2/2025	

If the **Principal Investigator is a student,** the faculty advisor must indicate knowledge and approval of this submission. By electronically signing the package in IRBNet, the faculty advisor certifies that the study is under their direct supervision and that the faculty advisor is responsible for ensuring that all provisions of the IRB approval are complied with by the investigator.
Remember to electronically share the submission package with this person.

Faculty Advisor: Click or tap here to enter text.	
University Title: Click or tap here to enter text.	
Department: Click or tap here to enter text.	
Email Address: Click or tap here to enter text.	**Phone Number:** Click or tap here to enter text.
Human Subjects Research Training Completed: ☐ Yes ☐ No	

(B) Type of Project

☒ Faculty Research	☐ Thesis	☐ Dissertation
☐ Presentation/Conference	☐ Capstone	☐ Internal Evaluation Non-Publishing
☐ Publication Click or tap here to enter text.	☐ Other Click or tap here to enter text.	
☐ Funded	☐ Federal* ☐ Non-Federal ☐ Other	
Source: Click or tap here to enter text.	*All federally funded human subjects research studies must comply with the U.S. Department of Health and Human Services (DHHS) human subjects research regulations. **Principal Investigators (PIs) are responsible for notifying the IRB if there is a change in funding.**	

(C) Project Site(s)

Check all that apply. This includes subject **recruitment**, subject **enrollment**, **data collection**, and **data analysis**.

*Please include the Site Authorization Letter indicating permission to conduct project in the submission package

☒	Project will be conducted at UTEP.
☒	Research will be conducted at another institution.*
☒	Project will be reviewed by other institution IRB and/or Ethics Committee
	Provide the institution name and contact person Click or tap here to enter text.
	Has permission(s) and/or IRB review been obtained? ☐ Yes ☐ No
	If NO, expand on the status: Click or tap here to enter text.
☐	Multi-Site Study*
	Is UTEP the lead institution? ☐ Yes ☐ No
	If NO, list the lead institution: Click or tap here to enter text.
☐	Other* Click or tap here to enter text.
☐	International-Please complete section below.

Identify where the research will be conducted. Provide information regarding local customs, laws, and regulations of the site(s). Clarify if your research requires local ethics committee review and approval and/or if permission is required from a government entity.

Click or tap here to enter text.

(D) Additional Study Personnel

Project Team Members- UTEP affiliation

Name	Title	Email	Role (Check all that apply) 1	2	3	4	5
Sang Min Shin	Associate Professor	sshin2@utep.edu	☒	☒	☒	☒	☐
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(E) External Personnel

Please list external study team members who will interact with participants or access identifiable data.

Name	Title	Email	Role (Check all that apply) 1	2	3	4	5
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	☐	☐	☐	☐	☐
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	☐	☐	☐	☐	☐

Project team member's role on the project (1-5)

1) Involved in the recruitment process of participants.
2) Involved in the consent process of participants.
3) Involved in the monitoring of or interaction with participants.
4) Involved in raw data collection, entry, or analysis.
5) No human subject interaction. Working with de-identified data.

(F) Ethical Considerations

1	Will this project be conducted anonymously? **(In person studies and/or collection of personal identifying information are not anonymous)**	☐ Yes ☒ No
If YES, how will anonymity be preserved throughout the duration of the study? Click or tap here to enter text.		
2	Will you attempt to re-identify participants or link a key to identifiers?	☐ Yes ☒ No
3	Does the project include children as research subjects?	☐ Yes ☒ No
4	Does the project include a protected group(s)? **(UTEP employees, UTEP students)**	☐ Yes ☒ No
5	Does the project focus on **prisoners**, **fetuses**, **pregnant women, human in vitro fertilization**, or persons with **impaired decision making**?	☐ Yes ☒ No
6	Does the project **specifically** select economically/educationally disadvantaged individuals?	☐ Yes ☒ No
7	Does the project involve more than minimal risk? **(As defined in 45 CFR 46.102(j) (July 19, 2018))**	☐ Yes ☒ No
8	Does the project involve deception?	☐ Yes ☒ No
If YES, upload a Request for a Waiver of Documentation or Alteration of Consent form to alter consent and explain your compliance with 45 CFR 46.116(f).		
9	For research conducted **outside** of the **UTEP** campus, is the Principal Investigator (PI) and/or member(s) of the research team affiliated with the external site, institution, or organization?	☐ Yes ☒ No
If YES, explain: Click or tap here to enter text.		

The following sections outline types of research activities. Please check the box(es) **ONLY** if **ALL** activities involving human subjects fall into one or more of the applicable categories.

(G) Behavioral Study Activities

☒	Research conducted in established or commonly accepted educational settings, involving normal educational practices. **(EX1)** This category may include research on effectiveness as well as comparisons about educational strategies, techniques, curricula, or classroom management. Educational tests, such as cognitive, diagnostic, aptitude, achievement tests Notes: The research must **not** adversely impact students' opportunity to learn required educational content. The research must **not** adversely impact the assessment of educators who provide instruction. A study information sheet or abbreviated consent document should be used.
☒	Research that **ONLY** includes surveys, interviews, focus groups, or observation of public behavior with adults who can consent for themselves and covering **benign** topics. **(EX2) (LIM)** Notes: The term "benign" describes activities that are brief, not expected to cause physical or emotional harm, persistent discomfort, be experienced by the subject as embarrassing, or be offensive, and not likely to have a lasting adverse impact. Interventions are **not** allowed. A study information sheet or abbreviated consent document should be used.
☐	Research involving **benign** behavioral interventions in conjunction with the collection of information from an **adult** subject through verbal or written responses (including data entry) or audiovisual recording if the subject prospectively agrees to the intervention and information collection. **Benign** research on perception,

	cognition, motivation, communication, social behavior, behavioral games, or **minimal risk** performance tasks. **(EX3) (LIM)** Notes: A study information sheet or abbreviated consent document should be used.
☐	Secondary research not requiring consent. Secondary research use of identifiable private information or identifiable biospecimen originally collected for other purposes. **(EX4)** Notes: When the identifiable private information or biospecimens are publicly available. The information is recorded by the investigator in such a way that the identity of subjects **cannot readily be ascertained**, and the investigator **does not** contact the subjects or try to re-identify subjects.
☐	Taste/Food quality evaluation and consumer acceptance. **(EX6)**

General Notes: The above research may involve randomization between groups if disclosed to participants. The above research may be recorded on **audio only** or **video**, if the subject agrees, if identities are not shared, and the confidentiality of the information is properly protected.

Exempt category 5 is not listed as it applies to projects conducted or supported by, or subject to, the approval of Federal department and agency heads. Please contact the IRB office if you feel your project meets these criteria. UTEP will not implement exemption categories 7 & 8 at this time.

(H) Biomedical Study Activities

☐	Prospective collection by **non-invasive procedures** such as ultrasound, MRI without contrast, Doppler, MEG, EEGs, ECGs, eye tracking that requires hardware.
☐	Clinical studies of drugs and medical devices where an investigational application is not required or that are cleared for marketing and being used as directed. **(XP1)**
☐	Collection of blood samples by finger stick, heel stick, ear stick, or venipuncture. **(XP2)**
☐	Non-invasive collection of biospecimens for research purposes. **(XP3)**
☐	Moderate exercise, muscular strength testing, body composition assessment in healthy adults **(XP4)**
☐	Non-invasive tests, not including x-rays or microwaves, used in clinical practice (BP, pulse) **(XP4)**
☐	Research involving materials (data, documents, records, or specimens) that have been, or will be, collected solely for non-research purposes (such as medical treatment or diagnosis). **(XP5)**

(I) Use of Medical Devices

Medical devices must be cleared/approved for marketing by FDA. Approvals may be in the form of Premarket Notification [510(k)], Premarket Approval (PMA), Humanitarian Device Exemption (HDE), or De Novo classification.

Are you using devices as part of a clinical intervention or patient outcome?	☐ Yes ☐ No

If **yes**, list all devices below

Device Name	Manufacturer	Approval Number
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If the above doesn't apply, is your device investigative?		☐ Yes ☐ No*
Is it a Nonsignificant Risk (NSR) Device?		☐ Yes ☐ No*

*Answering no to questions marked by an asterisk requires you to contact the FDA.

Device Name	Manufacturer	IDE Number
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

(J) Project Hypothesis, Objectives, or Goals

Briefly state the purpose of the study (research questions and/or study objectives).

The purpose of this qualitative study is to describe and compare how rural school counselors describe their experiences using play in counseling children and adolescents before and after a play therapy training. The overall research question guiding this inquiry is as follows: "How do rural school counselors describe their experiences working with children and using play in their counseling work?" This question can be further broken down to three specific research questions: (1) How do rural school counselors describe their work with children and using play in their counseling work before play therapy training? (2) How do rural school counselors describe their experiences of a two-day play therapy training? (3) How do rural school counselors describe their work with children and using play in their counseling work after play therapy training?

(K) Background

Briefly describe why the study is important to individual subjects or society at large in **laymen's terms** (non-scientific and non-technical language understood by someone with no scientific background). Do not describe experimental procedures in this section. Description should be limited to no more than two to three paragraphs. **Avoid technical jargon**.

School counselors play a pivotal role in providing counseling services for their school community. School counselors may be the only counselor providers in rural settings. Therefore, it is essential to examine how they perceive their counseling work. Play therapy is a counseling paradigm that has shifted how counselors operationalize their counseling work with children, focusing on using play as the medium of communication and the source of therapeutic change, rather than traditional talk therapy. However, investigations into the use of play therapy, especially with school counselors and those in rural settings, are limited. This study is crucial as it will illuminate how school counselors perceive their work with children and utilize play in counseling before and after receiving play therapy training.

(L) References/Literature Review

List 10, or less, references that are pertinent to the study.

Boulden, R., & Schimmel, C. (2022). Factors that affect school counselor retention in rural settings-An exploratory study. *The Rural Educator*, *43*(4), 1-14.

Hann-Morrison, D. (2011). The Varied Roles of School Counselors in Rural Settings. *Georgia School Counselors Association Journal*, *18*(1), 26-33.

Shen, Y. J. (2016). A descriptive study of school counselors' play therapy experiences with the culturally diverse. *International Journal of Play Therapy*, *25*(2), 54.

Shen, Y. J. (2017). Play therapy with adolescents in schools: Counselors' firsthand experiences. *International Journal of Play Therapy*, *26*(2), 84.

(M) Research Method, Design, & Proposed Statistical Analysis

Brief overview of research methodology (e.g., experimental, correlational, qualitative) and specific study design and proposed analysis of the research data.

Subjects will be asked to complete an online demographic questionnaire using QuestionPro before completing the training. Subjects will be invited to participate in two in-depth, semi-structured interviews, each of which will take no more than 60 minutes to complete. The questionnaire results will be used for descriptive statistics. Interviews will be analyzed using Reflective Thematic Analysis.

(N) Sample

Identify the sources of potential participants, derived materials, or data.

Define the study sample (number of subjects to be enrolled, characteristics of subjects, inclusion, and exclusion criteria).

The target sample is N=5-8 at a minimum. The participation criteria include identifying as a rural school counselor. They work with children/adolescents. They participate in the play therapy training. Participants will be invited to complete the demographic questionnaire via email. They will be invited to participate in the interview via email and in person. Participants do not need to participate in the study to participate in the training. Participation is voluntary and will not affect their training status.

Recruitment Methods	☒ **Email**	☒ **Face to face**	☐ **Flyers**	☐ **Phone**	☐ **Online ads**
	☒ **Presentation**	☐ **Social media**	☐ **SONA**	☐ **Other:** Click or tap here to enter text.	

Explain how you will recruit, screen, and follow study participants.

Participants will be recruited through email. They will be emailed with a participation email and the study informed consent. The consent will also be available as the first page in the demographic questionnaire. They will consent by clicking next. Moreover, when invited to participate in the interview, they will be asked to provide verbal consent before the interview begins.

Is there a possibility of coercion or undue influence?	☐ Yes ☒ No

If YES, describe whether some, or all, the participants are likely to be vulnerable to coercion or undue influence, and if so, what additional safeguards are included to protect their rights and welfare.

N/A

What is your rationale for using participants whose ability to give voluntary informed consent may be in question.
Participants include students in one's class, people currently undergoing treatment for an illness or problem that is the topic of the research study, people who are cognitively impaired, and vulnerable populations.

N/A

(O) Informed Consent

The formal consent of each subject must be obtained before that subject is subjected to any study procedure.

Describe how participants will be fully informed of this research prior to their participation and how their voluntary consent will be documented.

When participants click on the questionnaire link, they are redirected to the informed consent page that outlines the entire study. Informed consent will be given by clicking Next on the informed consent page. This direction is in bold. Waiver is submitted. For the interviews, there will be an informed consent form which is attached. They will give verbal consent before participating in each interview.

If you anticipate enrolling subjects whose primary language is not English, how will you obtain informed consent in the language of those participants.

N/A

Identify who will be involved in the consent process and where this will occur.

N/A

You must request a waiver to add, change or remove parts of informed consent; provide verbal consent; post consent online with an option to consent by checking a box or clicking a button; or use deception or incomplete disclosure. Select only one option below then upload a Request for a Waiver of Documentation or Alteration of Consent form.

☐	Waiver of the requirement to obtain informed consent **[45 CFR 46.116(f)(1)]**
☐	Alteration of one or more of the required elements of informed consent. **[45 CFR 46.116(f)(2)]**
☒	Waiver of the requirement to obtain documentation of informed consent **[45 CFR 46.117(c)(1)]** **(Signature)**

(P) Detailed Study Procedures

Outline step-by-step what will happen to the human subjects in this study.

What will you ask your participants to do?

Complete ademographic questionnaire and participate in two online interviews.

When and where will they do it?

The questionnaire will be housed in QuestionPro, software licensed by UTEP. The interviews will be conducted in a closed virtual format by invitation only.

How long will it take them to do it?

The demographic questionnaire takes roughly 15 minutes. Each interview will be at most 60 minutes, or at most 120 minutes in total.

Describe the type of research information that you will be gathering from your subjects, i.e., the data that you will collect.

Data will be collected from questionnaire questions and semi interview questions.

Identify the measurement/instrumentation. For surveys, focus groups, or interviews – clarify whether question items and measures are standardized, published, or designed specifically for this project.

Questions are designed specifically for this project.

Will you be audio or video recording during any portion of this project?	☒ Yes ☐ No

If **yes**, this information must be described in all pertinent sections and the ICF(s).

Will subjects be **compensated** (payment, incentives, extra credit, etc.)?	☒ Yes ☐ No

If **yes**, details should be included here.

Participants will be compensated $30 for participating in the project

(Q) Privacy & Confidentiality

Describe how the project team will protect the privacy and confidentiality of study participants.

Privacy can be defined in terms of having control over the extent, timing, and circumstances of sharing oneself (physically, behaviorally, or intellectually) with others. **Confidentiality** pertains to the treatment of information or data that an individual has disclosed in a relationship of trust with the expectation that it will not be divulged to others in ways that are inconsistent with the understanding of the original disclosure. Ensuring privacy of participants is different from confidentiality of data.

When participants click on the questionnaire link, they are redirected to the informed consent page that outlines the entire study. Informed consent will be given by clicking next on the informed consent page. This direction is in bold. Waiver is submitted. For the interviews there will be an informed consent which is attached.

(R) Data Handling, Record Keeping, & Data Analysis

Describe how the project team will collect, manage, and analyze data.

Data collection for the questionnaire will be done via QuestionPro. Responses will be analyzed using descriptive statistics. The interviews will be recorded. The video will be destroyed, and the audio will be the only recording used for analysis. Reflective Thematic Analysis will be used to analyze and triangulate participant responses to the interview questions.

Describe the type of research information that you will be gathering from your subjects, i.e., the data that you will collect.

Responses to the questionnaire and interview questions

Describe provisions that will be made to maintain **confidentiality** of the data. Will it contain subject names or images? (e.g., surveys, video, audio tapes, database).

The questionnaire will only ask for an email to send compensation to, and if they would like to participate in the interview. This information is publicly available. Any other identifiable data will be destroyed. Participants will be assigned pseudonyms for the interview before they enter the virtual format.

Describe the security plan for data, including **where** data will be stored, and **for how long**, noting that you may not keep identifiable data indefinitely (i.e., password protection, encrypted, locked filing cabinet, etc.)

Data will be kept in a password protected UTEP computer locked in the PI office. Data will be kept for 1 year for analysis. Video will be destroyed. Audio will be transcribed without identifiers and destroyed after analysis.

Will you maintain a subject list that has direct identifiers linked to a unique study ID/code?	☐ Yes ☒ No

If **yes**, how will you secure this linked subject list?

N/A

Will **UTEP study personnel** electronically transmit identifiable **data** or identifiable **samples** to a **non-UTEP recipient**?

If **yes**, provide the type of data and plans to secure them.	☐ Yes ☒ No

N/A

What will happen to the **identifiable data** at the end of the study?

[redacted]	☒	Identifiers permanently removed and destroyed.
[redacted]	☒	Recordings transcribed without identifiers and destroyed.
[redacted]	☐	Identifiable or coded (that can be linked) data are retained.

(S) Risks

Most studies pose some degree of risk, even if the risk is minimal. A common risk is the loss of the confidentiality of participants' responses.

Describe **any** potential risks (physical, psychological, social, legal, or other) and assess their likelihood and seriousness

There are no potential risks

Describe the procedures for protecting against (or minimizing) any potential risks and include an assessment of their effectiveness.

Questionnaire will be confidential, IP address will not be collected, interview participants will have pseudonyms

If the study involves a procedure that introduces a physical risk, specify arrangements for providing medical treatment if it should be needed.

N/A

If the study involves a procedure that introduces a psychological risk, such as the recall of a traumatic event, specify arrangements for providing psychological treatment if it should be needed.

N/A

Were there alternate and potentially less risky methods that were considered as possible methods; why were they not used?
N/A
If the research methods impose risks on the subjects, include evidence that may justify their use (such as previous experience with the procedures).
N/A

Could the information obtained or recorded about subjects place them at risk of criminal or civil liability or be damaging to the participants' financial standing, employability, insurability, or reputation?	☐ Yes ☐ No

(T) Benefits

Describe and assess the **potential benefits** to be gained by participants (if any) and the benefits that may accrue to society in general because of the planned work. Discuss the risks in relation to the anticipated benefits to the participants and to society.

Benefits will help inform better play therapy trainings for school counselors
Note: Monetary compensation and extra credit **are not** a benefit.

(U) Research Resources

Please describe your research resources.

Discuss the staff, space, equipment, and time necessary to conduct research and how these needs are met.
PI startup funds
Please include a description of the proximity of any resources such as emergency facilities, emergency care or medical/psychological care, and any support services.
N/A
If the study necessitates Environmental Health & Safety (EHS) or Institutional Biosafety Committee (IBC) oversight and approval, please describe here.
N/A

(V) Assurances- Conflict of Interest and Fiscal Responsibility

All UTEP researchers (faculty, staff, and students) and outside collaborators who will be conducting human subjects' research (intervention and/or interaction) must complete human subject research ethics training to conduct research with human participants.

Do you or any person responsible for the design, conduct, or reporting of this project have an economic interest in, or act as an officer or director of any outside entity whose financial interests may reasonably appear to be affected by this project?	☐ Yes ☒ No
If **yes**, explain any potential conflict of interest.	
N/A	
Do you or any person responsible for this project have existing financial holdings or relationships with the sponsor of this study?	☐ Yes ☒ No
If **yes**, explain any potential conflict of interest.	
N/A	

(W) Principal Investigator Certifications:

With this submission I certify that:

☒	I agree to fully comply with the ethical principles and regulation regarding the protection of human subjects in research.

☒	I agree that the information provided in this form and all other supporting documents are accurate and complete.
☒	I accept responsibility for making sure all study personnel involved in the project have been appropriately trained. PI affirms responsibility for keeping training records on file for all study personnel.
☒	I understand that any changes in procedure with affect to participants must be submitted to the IRB for written approval prior to their implementation. Furthermore, I understand that any adverse events and significant changes in risk for participants must be immediately reported in writing to the UTEP IRB.

Copies of all required documentation of consent (if applicable) and any related to this research are securely stored as outlined above in Click or tap here to enter text. (UTEP building and office number).
College of Education Building Or ce number 705

Request for a Waiver of Documentation or Alteration of Consent

(A) Project Information

Principal Investigator: Daniel Dosal-Terminel

Project Title: Experiences of Rural School Counselors Working with Children through a Play Therapy Training

(B) Request Type

(Choose ONE)

1	☒ Waiver of the requirement to obtain documentation of informed consent **[45 CFR 46.117(c)(1)]**
2	☐ Waiver of the requirement to obtain informed consent **[45 CFR 46.116(f)(1)]**
3	☐ Alteration of one or more of the required elements of informed consent. **[45 CFR 46.116(f)(2)]**

(B1) Documentation of Informed Consent

A waiver of documentation does not waive the requirement to obtain informed consent.
A written statement regarding the research (Information Sheet) may be required.

Choose only one reason to support a waiver of documentation.

☒	The only record linking the subject and the research would be the informed consent form and the principal risk would be potential harm resulting from a breach of confidentiality. Each subject (or legally authorized representative) will be asked whether the subject wants documentation linking the subject with the research, and the subject's wishes will govern.
☒	The research presents no more than minimal risk of harm to subjects and involves no procedures for which written consent is normally required outside of the research context.
☐	If the subjects or legally authorized representatives are members of a distinct cultural group or community in which signing forms are not the norm, that the research presents no more than minimal risk of harm to subjects and provided there is an appropriate alternative mechanism for documenting that informed consent was obtained.

This request is for (Choose ONE)

☒	All Subjects
☐	Some Subjects. **Identify group of subjects and explain.**

Click or tap here to enter text.

How will consent be obtained? (Choose all that apply)

☐	Subject will get an Information Sheet to read and provides consent verbally. **(Submit document for review)**
☒	An Information Sheet and a survey will be mailed, and the return of the survey indicates consent. **(Submit document for review)**
☐	Subject is told verbally about the study and will provide verbal consent. **(Submit a script for review)**
☐	Subject will read consent online and indicate consent by making an "I agree" selection. **(Submit consent text for review)**

UTEP IRB

Request for a Waiver of Documentation or Alteration of Consent

(B2) Waiver of Informed Consent

For an IRB to waive or alter consent as described in 45 CFR 46.116(f) the IRB must find that:

- **The research involves no more than minimal risk to the subjects;**
- **The research could not practicably be carried out without the requested waiver or alteration;**
- **If the research involves using identifiable private information or identifiable biospecimens, the research could not practicably be carried out without using such information or biospecimens in an identifiable format;**
- **The waiver or alteration will not adversely affect the rights and welfare of the subjects; and**
- **Whenever appropriate, the subjects or legally authorized representatives will be provided with additional pertinent information after participation.**

This request is for (Choose ONE)

☐	All Subjects
☐	Some Subjects. **Identify group of subjects and explain.**

Click or tap here to enter text.

(B3) Alteration of Informed Consent

For an IRB to waive or alter consent as described in 45 CFR 46.116(f) the IRB must find that:

- **The research involves no more than minimal risk to the subjects;**
- **The research could not practicably be carried out without the requested waiver or alteration;**
- **If the research involves using identifiable private information or identifiable biospecimens, the research could not practicably be carried out without using such information or biospecimens in an identifiable format;**
- **The waiver or alteration will not adversely affect the rights and welfare of the subjects; and**
- **Whenever appropriate, the subjects or legally authorized representatives will be provided with additional pertinent information after participation.**

Identify the elements of informed consent that you will alter.

☐	All basic elements of informed consent. **[45 CFR 46.116(b)]**
☐	All additional elements of informed consent. **[45 CFR 46.116(c)]**
☐	Other **(Explain below)**

Click or tap here to enter text.

Use this section to explain what you are doing to meet requirements for B2 or B3

Explain how your project is no more than minimal risk

Click or tap here to enter text.

Explain how your project cannot practicably be carried out without the requested waiver

Click or tap here to enter text.

Explain why your project needs identifiable personal information or biospecimens.

Click or tap here to enter text.

Explain how your project will not adversely affect the rights and welfare of participants.

Click or tap here to enter text.

Explain how you will provide additional pertinent information to participants or LAR after participation. (if appropriate)

Click or tap here to enter text.

University of Texas El Paso
Department of Counseling and Special Education

Informed Consent
Experience of Rural School Counselors Working with Children through a Play Therapy Training

Principal Investigators: Daniel Dosal-Terminel, PhD, NCC, UTEP; Sang Min Shin, PhD, LPC, RPT, UTEP

Purpose: This study seeks to explore how do rural school counselors describe their experiences working with children and using play in their counseling work.

Participants: To participate, participants must meet the following criteria:

1. Identify as a practicing school counselor
2. Be working with children/adolescents
3. Participate in a play therapy training provided by the principle investigators

Procedure:

Summary: You will be asked to complete a brief demographic questionnaire and participate in two interviews (one before the training and one after the training). This study has been approved by the University Texas El Paso's Institutional Review Board. Upon completion of the entire study, participants will be compensated with a **$30 Amazon e-gift card**. You may withdraw from the study at any time. Choosing to not participate in the study will not affect your participation in the play therapy training. Data collected through this study will be kept confidential. Email will be collected after the survey to receive compensation. No other identifying information will be collected. The survey data will be stored in a password-encrypted file. Only the principal investigator and research team members will have access to the research data.

Demographic Questionnaire: Participants are asked to complete a **13-item** survey through QuestionPro, including two open-ended and nine multiple choice demographic questions before participating in the play therapy training. One additional question will help schedule interviews, and the last question will ask you to provide an email address to send your $30 e-gift card. The survey should take approximately 10-15 minutes to complete,

Two Interviews: Participants will also be asked to complete two virtual interviews that will each take no more than 60 minutes for a total of no more than 120 minutes. The interviews will be hosted via Zoom and will not record video. Only Audio will be used for analyzation. You will be provided with a pseudonym to use during the interviews. The first interview consists of 9 questions that focus on your experience working with children and using play in counseling. The first interview will be completed prior to the play therapy training and should take no more than

60 minutes. The second interview consists of 6 questions asking about your experience in the training and how things may or may not have changed regarding your work with children and play. The second interview will be conducted after the play therapy training and should take no more than 60 minutes.

Compensation: After completing the survey, participants will see a separate survey link. They will then be redirected to a compensation link, where they will provide their email address to receive a **$30 Amazon e-gift card.**

Risks: Participating in this survey has no risks other than the potential inconvenience of the time it takes to complete.

Benefits: There are no benefits to participants who complete the survey, but their participation can contribute to further research regarding the supervision of SEB counselors and SEB CITs. If you have any questions or concerns, please contact Daniel Dosal-Terminel, Ph.D., University of Texas El Paso; ddosaltermine@utep.edu, 915-747-7638

You consent to participate in this research study by clicking next and continuing to the survey.

You will be asked to give verbal consent prior to participating in the virtual interviews.

These interviews are semi-structured; the interview questions below will guide the individual in-depth interviews.

Pre-Training Interview Questions

1. Can you tell me your experiences working with children/adolescents in a school counseling setting?
2. What skills, knowledge, attitudes are needed to work with children/adolescents?
3. What challenges do you face when working with children/adolescents in your counseling practice?
4. What supports do you have when working with children/adolescents in your counseling practice?
5. Can you tell me about your experience providing or using play when counseling to children/adolescents?
6. What challenges have you faced when using play when providing counseling to children/adolescents?
7. What supports do you have when using play when providing counseling to children/adolescents?
8. What skills, knowledge, or attitudes are needed to use play in counseling?
9. What would you like to learn about play therapy?

Post-Training Interview Questions

1. What was your experience with the play therapy training?
    a. Probe: What were some strengths of your training experience?
    b. Probe: What were some of the challenges of your training experience?
2. What was most salient or beneficial from the training to your work when it comes to working with children/adolescents?
3. How did the training influence your perceptions of the skills, knowledge or attitudes needed to work with children/adolescents?
    a. Probe: Did your perception of children stay the same?
    b. Probe: Did you perception of children change? If so, how?
4. What was most salient or beneficial from the training to your work when it comes to integrating or using play?
5. How did the training influence your perceptions of the skills, knowledge or attitudes needed to use play with children/adolescents?
    a. Probe: Did your perception of play stay the same?
    b. Probe: Did you perception of play change? If so, how?
6. How did the training influence your understanding or perception of children's/adolescents play?

<Informed Consent>

By clicking next you agree to participate in this study

<Demographic Questionnaire>

The following questions ask about your demographic background.

1. What is your age?

Please indicate your age: ( )

① Under 18

② 18–24

③ 25–34

④ 35–44

⑤ 45–54

⑥ 55–64

⑦ 65 or older

2. How do you identify your gender? ( )

① Female

② Male

③ Nonbinary

④ Prefer to self-describe: _____

⑤ Prefer not to say

3. What is your racial/ethnic background?

① White

② Black or African American

③ Hispanic/Latine

④ Asian

⑤ Indigenous Peoples/Native American

⑥ Native Hawaiian/Pacific Islander

⑦ Two or more

⑧ Other : _____

⑨ Unknown

⑩ Prefer not to say

4. Please select your highest academic degree you have obtained in the mental health field:

① Bachelor's degree in counseling or a related field

② Master's degree in counseling or a related field

③ Doctoral degree (e.g., Ph.D., Ed.D.) in counseling or a related field

④ None of the above

⑤ Other:

5. In which specific discipline within the mental health field is your highest academic degree? (e.g., social work, psychology, special education, etc.)? Select all that apply

: _____

(1) Counseling (i.e., counseling, school counseling, rehabilitation counseling, counselor education, counselor education, etc.)
(2) Marriage and family
(3) Social work
(4) Psychology
(5) Special education

6. Mental Health Credentials :**Which credentials do you currently hold in the mental health field? (Select all that apply)**

☐ Certified School Counselor

☐ Licensed Professional Counselor (e.g., LPC/LPC-S, LMHC/LMHC-S, LCMHC)

☐ Licensed Marriage and Family Therapist (LMFT),

☐ School Psychologist / Psychologists / Special education diagnostician

☐ Social Worker (e.g., LCSW, LCSW-C)

☐ Other: _____

7. Where do you currently work? (Select all that apply)

☐ Elementary School (PK-5/6)

☐ Middle School

☐ High School

☐ College / University

☐ I previously worked in a school setting, but currently work elsewhere: _____

☐ Other: _____

8. How many years of professional experience do you have working as a school counselor or mental health professional school setting?

① Less than 1 year

② 1–3 years

③ 4–6 years

④ 7–10 years

⑤ More than 10 years

9. What do you find most challenging when working with children/adolescents in a school setting?

10. What would you like to learn from this play therapy training?

11. How have you previously engaged in training or education related to play therapy or related approaches (e.g., sand tray therapy)? (Select all that apply)

☐ Completed a graduate-level course

☐ Attended a professional workshop (CEU) or seminar (in-person or online)

☐ Participated in a session at a professional conference

- [ ] Completed an online training or webinar
- [ ] Other: _____
- [ ] I have not participated in any training related to play therapy or related approaches

12. Please select the best days to schedule two interviews that will each take no more than 60 minutes. One interview will be completed before the play therapy training and the other will be completed after the training.

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13. Please provide the best email address to send your $30 gift card after completing the interviews.

Dear _____,

Our names are Drs. Daniel Dosal-Terminel and Sang Min Shin; I am emailing to invite you to participate in our inquiry titled: *Experiences of Rural School Counselors Working with Children through a Play Therapy Training.* This IRB-approved study seeks to explore how do rural school counselors describe their experiences working with children and using play in their counseling work.

Dear School Counselor,

You are invited to participate in an IRB-approved survey and participate in two virtual interviews (one before and one after the training). Upon completion of the study, you will be eligible to receive a **$30 e-gift-card** from Amazon. This study aims to learn about how school counselors experience their counseling work using play with children/adolescents.

The participation criteria include identifying as a practicing school counselor, working with children/adolescents, and be a participating in a two day play therapy training provided by the principle investigators. The demographic survey will take no more than 10-15 minutes. Each interview will take no more than 60 minutes for a total of no more than 120 minutes.

If you choose to participate in this study, your information will be kept confidential, and no names or email addresses will be identified with your responses. You may withdraw or decline without penalty at any time.

You can access the survey through this link: [LINK]

Your participation and time are greatly appreciated.

¡Gracias! Thank you!

Daniel Dosal-Terminel, PhD, NCC & Sang Min Shin, PhD, NCC, LPC, RPT
University of Texas El Paso
Counseling and Special Education Department