Access to MSCA Membership for Research Purposes

A Position Paper of the Missouri School Counselor Association

Individuals, institutes, or businesses desiring to access the MSCA membership for research purposes must be members of the Missouri School Counselor Association and meet the following criteria and submit the following information to the MSCA Office regarding their research.

1. **Purpose/Approval of this Research**
   Include purpose of research and rationale regarding appropriateness of MSCA members as participants in this research. Students must submit a copy of the document from the University Internal Review Board that approved this research.

2. **Parties Involved in this Research**
   Include name, major, and department of principal student researcher (and other researchers if applicable). Students need to include the name of the advisor/chairperson of the research project, the name of the university that approved the research project, the date the research was approved, and the date the research will conclude.

2. **Research Category (1 or 2)**
   Category 1 is defined as having no more risk to participants than the risks associated with customary everyday activities or risks associated with the performance of routine physical or psychological examinations or tests by qualified individuals. Category 2 is defined as having a greater risk to participants than that of encountered when performing customary activities under ordinary conditions.

   If the research is Category 2, the researcher must also include an explanation describing the need for the level of risk, what is being done to minimize risk, and qualifications of the investigators to carry out the research.

4. **Brief Outline of the Project**
   Include copies of survey instruments, interview protocols, description of methods used to protect the identity of subjects, description of potential risks, methods for obtaining informed consent, and methods to ensure privacy rights and confidentiality of data. Include informed consent documents.

5. **Complaint Process**
   Include name, address, and telephone number of appropriate person to contact to register a complaint regarding participation in the research.

*Adopted 2012*