

Adobe Sign for Research Consents

You have been asked to consider participating in a clinical trial which is a type of research. All research is voluntary. It is your choice whether you take part in this research or not. If you decide to participate, your signature and date will be obtained on a consent form.

Research consent forms can be signed in person or by using an electronic system called [Adobe Sign](#). Adobe Sign meets the security standards required for electronic signatures used on clinical trials. Adobe Sign has also been approved for use on clinical trials by Dana-Farber Information Services.

The following is a summary of how potential research participants can use Adobe Sign to sign a consent form.

What to expect:

First you will be provided with an unsigned copy of the study consent form via secure email or through Patient Gateway. If the copy is sent to your email, it will be sent to the email address provided to your study doctor. The unsigned copy will be reviewed during a discussion with your study doctor and/or other study staff. This discussion will likely take place over a telehealth visit or phone call.

Following this discussion, someone from the study staff will prepare the consent form in Adobe Sign and send it to you for signature. We'll go over how to sign the form in the next section.

You will receive an email to the email address provided to your study doctor from Adobe Sign with the consent form ready for signature. If you wish to participate in the study, follow the instructions below to review and sign the form. Your study doctor or another study staff will also sign the consent form after you've completed your sections.

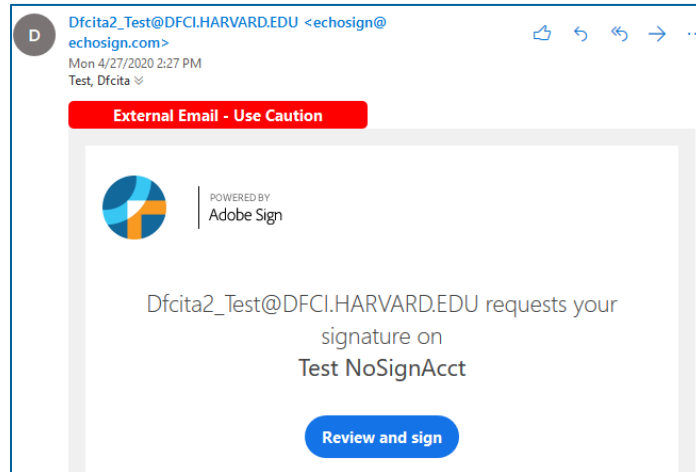
Once all signatures are complete you will receive another email from Adobe Sign with a copy of the fully signed form.

If you have any questions about the Adobe Sign process or about the research study:

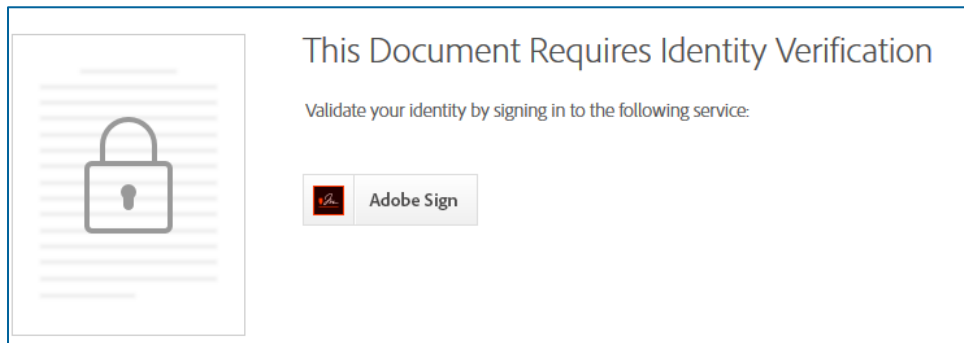
Please contact your study doctor or study staff as listed in the study consent form.

How to sign a consent form in Adobe Sign:

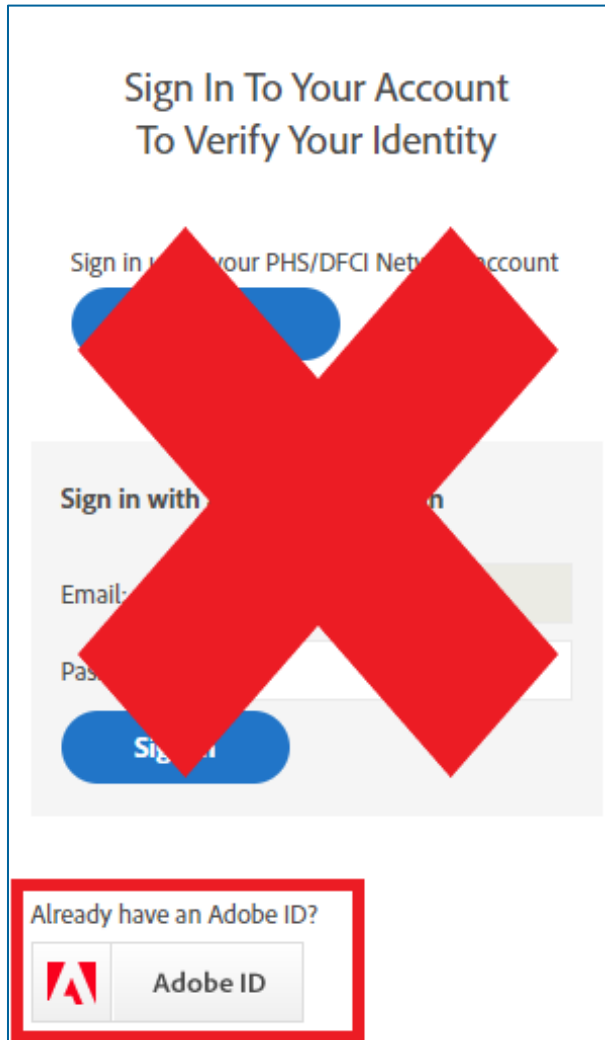
1. After reviewing the consent with your study doctor, you will receive an email requesting your signature. If you wish to participate in the study, click Review and Sign. If you have questions for the study team before signing, reach out to your study doctor.



2. After clicking review and sign, Adobe Sign will ask you to verify your identity. Click the **Adobe Sign** button on this screen.



3. Next you'll click **Adobe ID** as shown below.





4. You can sign in with an Adobe ID account you already have or login using other accounts (Google, Facebook, or Apple) and then skip to **Step 6**. Otherwise you can create an Adobe ID account by clicking **Create an Account** at the top next to “New user?”.



5. Fill in the required fields to create the Adobe account. **Your email address must be the same one that the document was sent to.**

Create an account

Already have an account? [Sign in](#)

Email address

First name

Last name

Password

Date of birth ⓘ

Month Day Year
January ▾

Country/Region
United States ▾

By clicking Create account, I agree that:

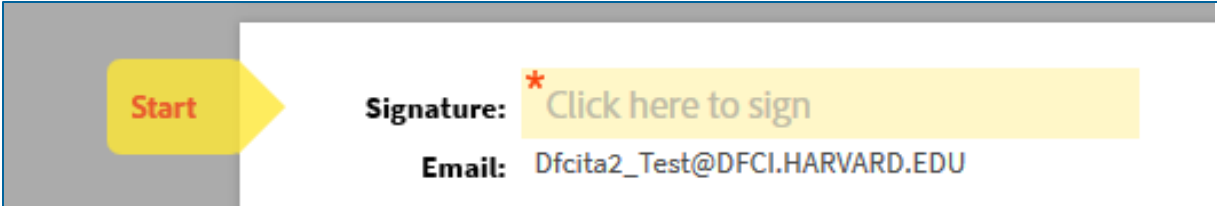
- I have read and accepted the [Terms of Use](#).
- The Adobe family of companies may keep me informed with personalized emails about products and services.

See our [Privacy Policy](#) for more details or to opt-out at any time.

[Create account](#)



- 6. After creating the account and/or signing into Adobe Sign, the consent form will open. Find all the sections that need signing or completing and click to fill out each one. If you have questions about any information in the consent form, reach out to your study doctor.



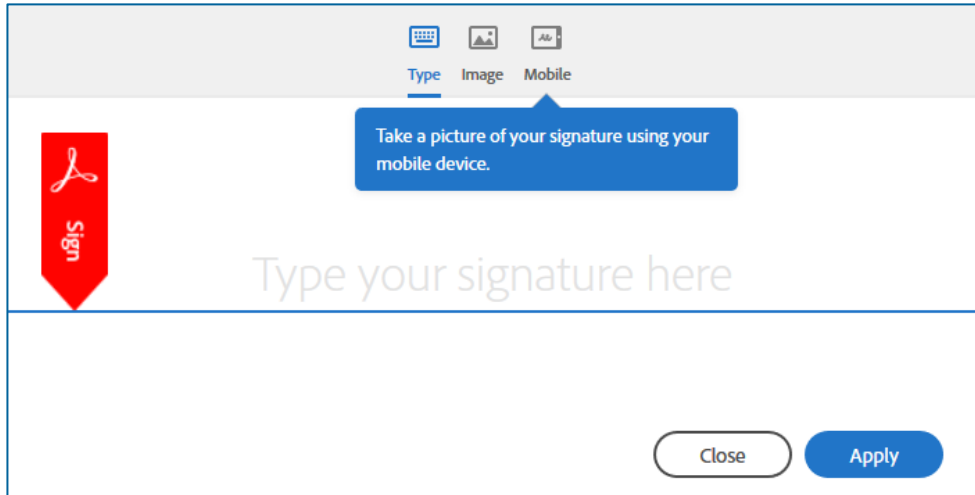
- 7. Some consent forms contain questions about optional studies. You can indicate whether or not you want to participate in the optional research study by checking “yes” or “no,” initialing, and writing in the date. With Adobe Sign you can check your response of “yes” or “no” and add your initials. The date will automatically appear.

The image shows a screenshot of a consent form section titled 'Optional Study #1'. Below the title, it says 'Please indicate whether or not you want to take part in this optional research study.' There are three radio button options: 'Not applicable', 'Yes', and 'No'. Each option is followed by a horizontal line for 'Initials' and another horizontal line for 'Date'.

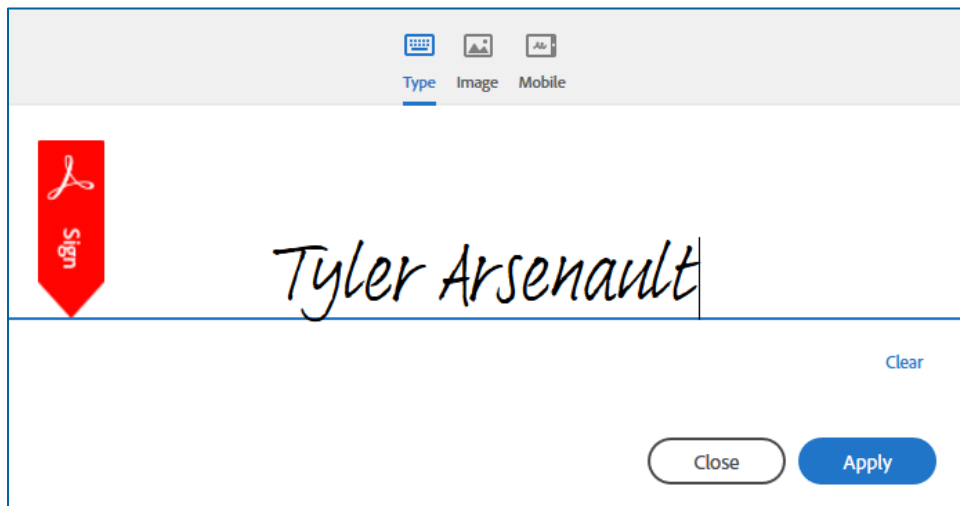
Refer to the study consent form for details about the optional studies. Discuss the optional study with others and your study doctor.



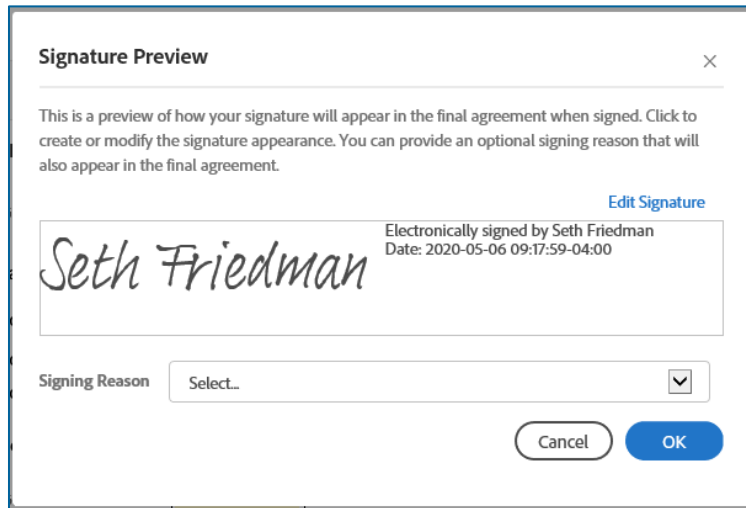
8. You can create your signature multiple ways: typing it, using an available image, or using your mobile device to take a picture of your signature.



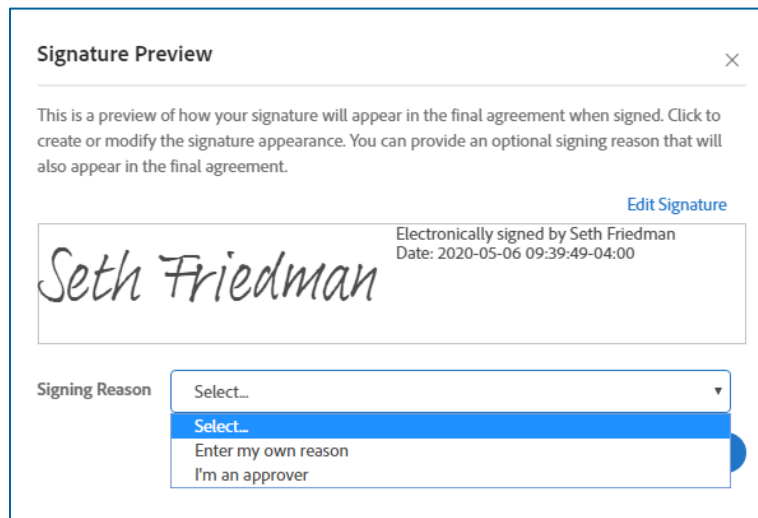
9. When choosing to type it, Adobe will turn it into a readable signature like the example below.



10. At each signature location on Adobe Sign, you will be prompted to select your reason for signing.



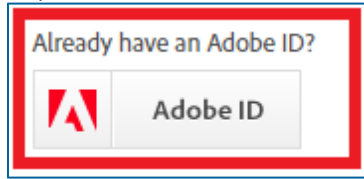
11. You may select one of the drop downs or choose “Enter my own reason” for a free text field. Once you’ve selected a reason, click OK.



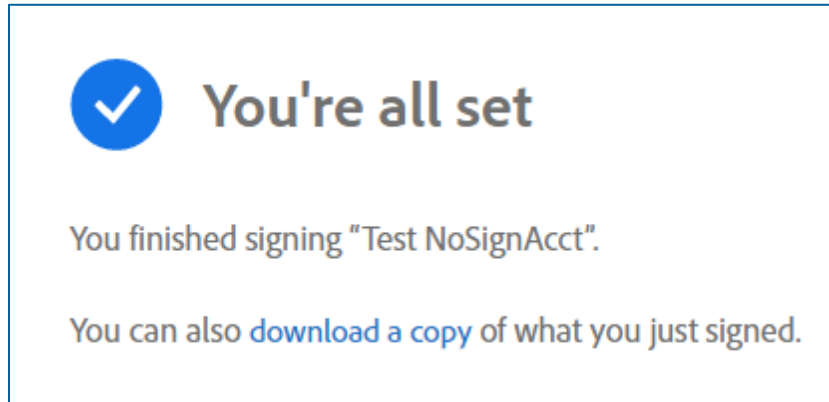
12. Once all signature areas and fields are completed, select **Click to Sign** to finalize the consent document.



13. Adobe Sign will then ask you to Sign In again. Choose the same option you chose in Step 4 (Adobe ID).



14. After signing in a second time, Adobe Sign will compile all of your signatures and send it to your study doctor or other study staff for signature.



15. You will receive an emailed copy of the fully signed consent form after your study doctor or other study staff completes their signature on the form.