**Compensation Protocol for Examiners**

**Instructions to Examiners:**

1. **Compensating Participants**
2. The day before the visit, you will have already checked that there are X envelopes labeled with the family/subject ID with the correct.
3. The morning of the visit as part of the prep you will make sure that the receipt form is in the binder.
4. When you take out the compensation envelopes, sign your initials, the date, the amount paid and the family/subject ID on the cash log in the lockbox.
5. After the visit: hand the parent/subject the form, with the amount they will be paid already filled out. Make sure they understand that we cannot compensate the families/subject without all of the information (including SSN) due to University policy.
6. Count the amount in the envelopes in front of the family/subject, sign the slip confirming you counted the payment. Have Examiner B also count the amount in the envelopes in front of the family/subject, and also sign the slip confirming he/she counted the payment.
7. Pay the family/subjects.
8. **Recording Compensation**
	1. When storing the other paper data, make sure that the receipt is included with the Interview, Signed Consent, and any other documentation in the ENTER LOCATION.