|  |  |  |  |
| --- | --- | --- | --- |
| Study Closure Request | | | |
| when to request closure of a study | | | |
| HML IRB considers a study concluded when the following conditions are met:   1. All subjects have completed all study related visits and procedures; 2. There is no further contact with subjects needed for reasons related to research; 3. Any data sets under analysis for manuscript and publication writing have been stripped of all identifiers and further access to identifiable subject data is no longer required. | | | |
| Date of Request for Closure to HML IRB:  Date of Completion of Study: | | | |
| Research PROJECT INFORMATION | | | |
| Project Title: | | | |
| IRB Project ID Assigned by HML IRB: | | | |
| Principal Investigator (PI): | | | |
| PI Phone #: | | PI Email Address: | |
| IRB Approval Date: | | | |
| Reason for study closure: | | | |
| Please answer yes or no to the questions below. | | | |
| 1. Have all subjects completed all study related visits and procedures? | | | |
| 1. Is any further contact with subjects needed for reasons related to research? | | | |
| 1. Is any further access to identifiable subject data required for research purposes (data analysis, manuscript preparations, etc.)? | | | |
| 1. Has or will the de-identified data set be made publicly available? | | | |
| If you answered yes to item 4 and the data is available online, please provide the URL: | | | |
| 1. Are there any other related studies or component studies still ongoing that have been reviewed by a separate HML IRB review? | | | |
| HML IRB INTERNAL USE ONLY: | | | |
| Date Received: | Date Processed: | | Date Closed: |
| ANY OTHER Actions Taken: | | | |
|  | | | |