

## CLOSING A STUDY

To close a study, submit a **Progress Report Form**.

### *Home page*

1. Click on the **Applications** tab

**In Process**  
Note: These list contain all items that you have permission to view.

Applications listed below are currently being processed by a Department or the RSRB Office.

ID	Name	State	Last State Change
There are no items to display			


  

**Active**

ID	Name	State
RSRB00023155	Application Returned by IRBS	Withdrawn
RSRB00023156	Application Returned by IRBS	Withdrawn
RSRB00023186	Application with Approved Amendment	Withdrawn
RSRB00023187	Application with Approved Amendment	Approved
RSRB00023190	Application with Approved Amendment/CR	Approved
RSRB00023140	New application1 - Pre Submission	Withdrawn

2. Click on the **name** of the study you wish to close

### *Study home page*

3. Click the  **New Continuing Review** button

**Application with Approved Amendment/CR**

**Description:** Application with Approved Amendment/CR  
**PI:** training pi6 **Coordinator:** training user6  
**RSRB Case Number:** RSRB00023210 **Review Level:** Full Board  
**Date Submitted:** 1/21/2008 **Date Approved:** 1/21/2008  
**Date Expire:** 1/21/2009 **Initial Approval Letter:** [View]

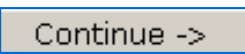
**System Notices:**

- If your study was approved on October 17, 2006 or October 18, 2006, please click [here](#) for an important message.

Note: the approved **STAMPED DOCUMENTS** such as Consent Forms, Recruitment Materials can be located under "Documents" tab.

Activity	Author	Activity Date
Continuing Report Completed	Kristen Balonek	1/22/2008 2:16 PM
Amendment Completed	Kristen Balonek	1/22/2008 12:13 PM
Continuing Report Opened	training pi6	1/22/2008 9:43 AM
Amendment Opened	training pi6	1/22/2008 9:42 AM
<a href="#">View Amendment workspace</a>		
Approval letter sent to study team	Kristen Balonek	1/21/2008 2:41 PM
Scheduled for full board meeting	Carla Caves	1/21/2008 11:17 AM
Department Approved Application	training approver	1/21/2008 10:51 AM

4. Indicate that you would like to close the study

5. Click the  button

**Progress Report**

RSRB No.:  
 Principal Investigator:  
 Study Title:

\* Do you want this study to remain open?  Yes  No

"Open" includes accrual, intervention, follow-up or data analysis.

<< Back Save | Print... **Continue ->**

6. Complete all sections of the form

When the form is completed, it must be submitted to the RSRB by the Principal Investigator. (for additional instructions go to page 46 - Continuing Review).