

**City University of New York
Institutional Review Board
Continuing Review/Final Report Form**

Use this form to request a renewal of a current approval or to submit a final report for a protocol that has been terminated. Please attach the current approved consent form and sign on page 2. Submit the original and two copies to the Office of Grants and Contracts, Shuster Hall, Room 303.

Check: **Continuing Review** **Final Report**

Project Title: _____

Principal Investigator: _____

Department/Unit: _____

IRB #: _____ Grant #: _____

Funding Agency (if applicable): _____

Protocol Expiration Date: _____

Type of review proposal previously received (i.e., full, expedited or continuing): _____

Submission date of this report: _____

Please respond to questions 1 through 4 on a separate sheet of paper:

- 1) Objectives of the Study:
- 2) Methodology (Brief Summary):
- 3) Explanation of research plans for the upcoming year:
- 4) Briefly summarize your research findings thus far, including any amendments or modifications to the research since the last review and/or any other relevant information, including findings at collaborating institutions or recent significant literature in the field relevant to research risks.
- 5) How many subjects have accrued to your project since its last review? _____
- 6) How many subjects have signed consent forms? _____
- 7) Do you plan to enroll additional subjects? If so, approximately how many? _____
- 8) Have there been any adverse events, unanticipated problems, or breaches of privacy/confidentiality involving risks to subjects or others since the last review?
No _____ Yes _____ (If yes, explain on a separate sheet.)

9) Have there been any voluntary or involuntary withdrawals of subjects from research or any complaints about the research?
No _____ Yes _____ (If yes, explain on a separate sheet.)

10) Please attach the current informed consent document.

Reminder: Proposed changes in the study protocol, consent process or research instruments including questionnaires must be submitted for review and receive approval before they can be utilized.

This report must be submitted to your Institutional Review Board office at least six weeks prior to the expiration date of the study's approval. Failure to submit this report in time may result in the temporary suspension of a study's approval and a halt to the study until the next IRB meeting.

Please contact the Office of Grants and Contracts at x. 8107 if you have any questions.

Principal Investigator's Signature

Date

Signature of Advisor for Student Research (if applicable)

Date