Print Form

XAVIER UNIVERSITY

Institutional Review Board

PROGRESS REPORT

Submit this form if research was approved in the expedited or full review category to request an extension of approval or to report the completion of your research. Either print the form and mail/fax it or save it to your hard drive and then email the saved document as an attachment to irb@xavier.edu. YOUR ENTRIES WILL BE MISSING IF YOU TRY TO EMAIL THE COMPLETED FORM DIRECTLY FROM THE WEB SITE.

Principal Investigator: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

Faculty Advisor (if PI is a student): _____ ML: _____

IRB#: _____ **Title:** _____

NOTE: If you wish to modify your protocol, submit the *Modification Request Form*. Adverse events should be reported on an *Adverse Event Report Form.*

Original approval: _____ Latest approval: _____ **Expires:** _____

1. This protocol is (check one category):
   - ☐ Active, continuing to enroll participants or obtain new data (in this case, you must include a copy of the informed consent form you are using)
   - ☐ Temporarily inactive
     - a. When do you expect to reactivate the project? _____
     - b. Why is it currently inactive? _____
   - ☐ Following established participants or analysis of existing data only; no new enrollment or no new data obtained
   - ☐ Completed
   - ☐ Terminated (never started, or closed prematurely before data collection was complete)

     Explain briefly why project was terminated.
2. Number of participants enrolled since "Latest approval" date shown above _____
3. Subject injury or adverse events must be reported as soon as possible on the *Adverse Event Report Form*.
   - ☐ No adverse events have occurred.
   - ☐ Adverse events have occurred and have been reported.

I certify that the information on this form is accurate to the best of my knowledge.

_____

PI <u>or</u> Faculty Advisor Signature (typed name acceptable if emailing) **Date**

The IRB will review this information and notify the PI (and faculty advisor for student research) in writing of its determination regarding extension of approval of this study if your study has not been completed.