Study Closure

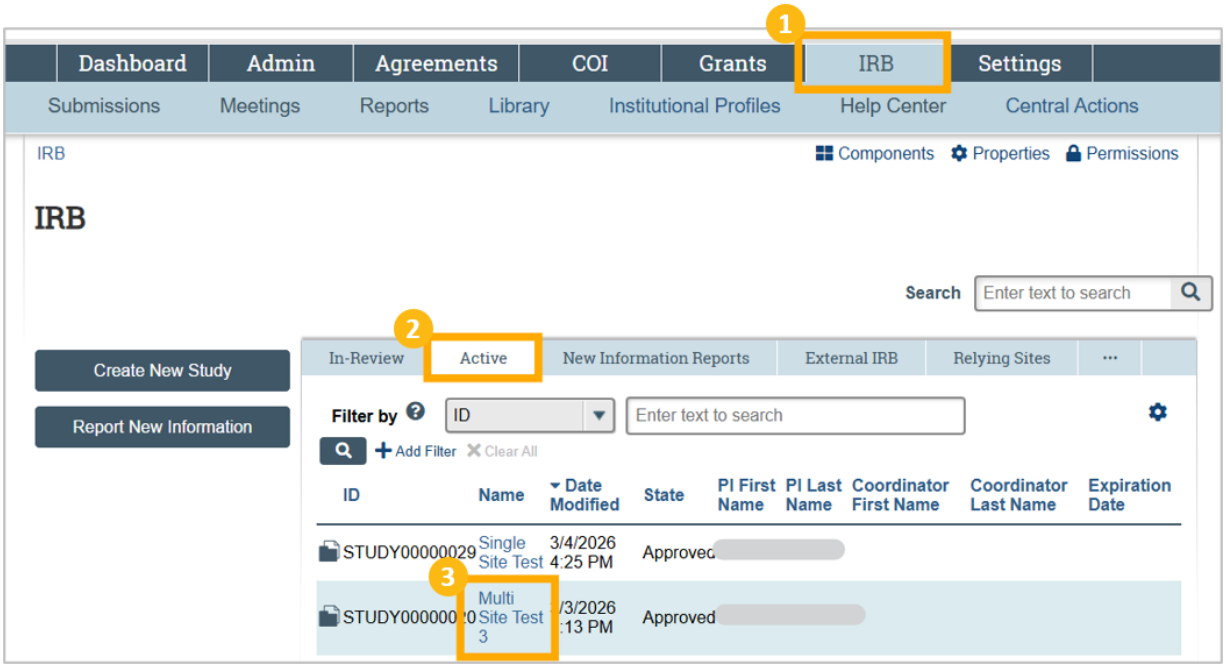
Quick Reference Guide

Close a Study

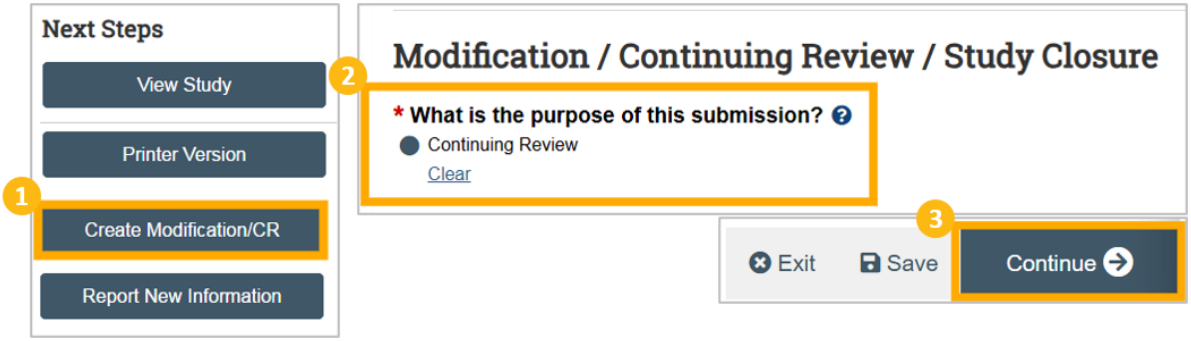
The Continuing Review SmartForm is also used when a study is ready for Study Closure. **You do not create a separate Study Closure submission.** As you complete the SmartForm, myUABResearch uses the Research Milestones to determine whether the study is ready to close and discontinue IRB oversight.

Important: A study is identified for closure when the first four Research Milestones are complete.

1 From the IRB workspace, select the Active tab. Locate the study you are ready to close and select the study name to open the Study Workspace.



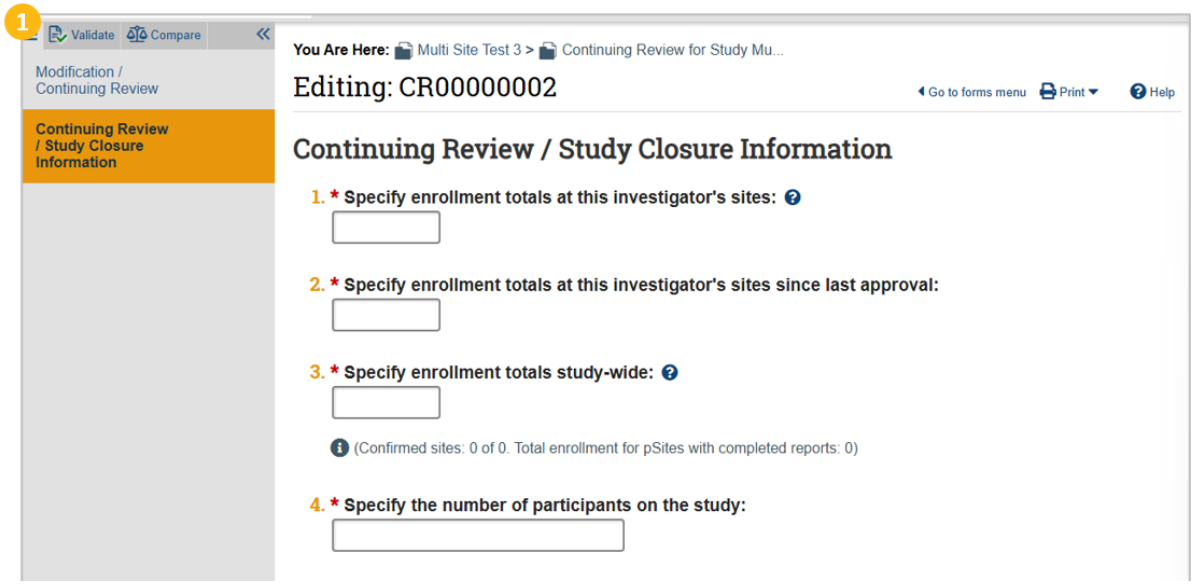
2 From the Study Workspace, select Create Modification/CR. On the Modification / Continuing Review / Study Closure page, select Continuing Review as the purpose of the submission, then select Continue. **There is no separate Study Closure option.**



Study Closure

Quick Reference Guide

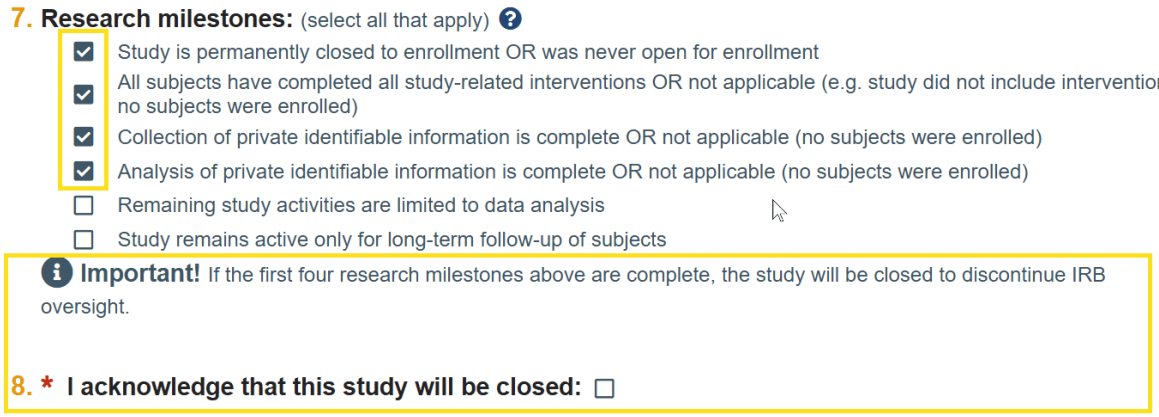
3 Complete the Continuing Review / Study Closure Information SmartForm by providing the requested information about the current status of the study.



4 Under Research milestones, select the first 4 milestones that apply to the current status of the study. **A study is identified for closure when the first four Research Milestones are complete:**

- The study is permanently closed to enrollment or was never open for enrollment.
- All subjects have completed all study-related interventions, or interventions are not applicable.
- Collection of private identifiable information is complete or not applicable.
- Analysis of private identifiable information is complete or not applicable.

When all four milestones are selected, myUABResearch displays a notice that the study will be closed to discontinue IRB oversight. Select the required I acknowledge that this Study will be closed checkbox to confirm the Study Closure.



Important: Selecting the first four Research Milestones indicates that the study has met the conditions for closure. Complete the required acknowledgment, then continue through the SmartForm (application) and submit the Continuing Review for IRB review.

5 **On the final page, click Finish. When you return to the study workspace, click Submit.**

Study Closure

