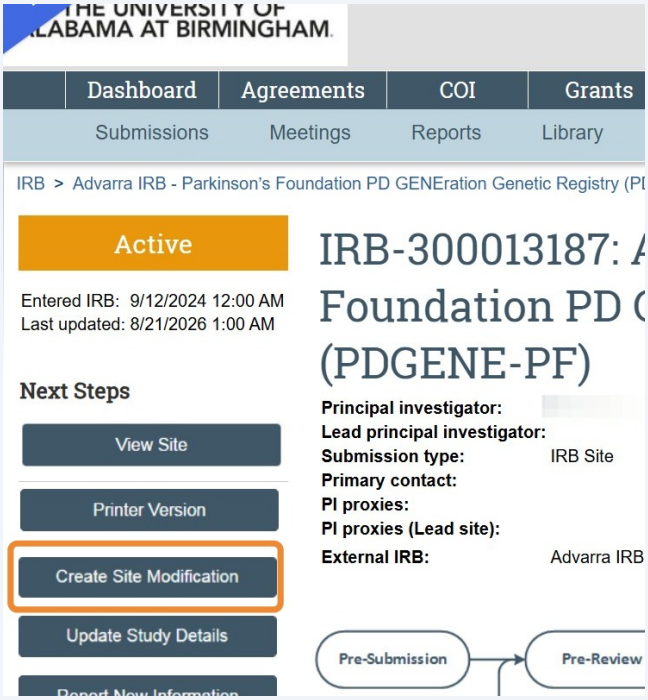
How to Submit a Study Closure in myUABResearch

Follow this guide to navigate the IRB submission process for closing your study. These steps provide clear instructions on filling out the necessary fields and submitting your final request for approval.

Create Site Modification

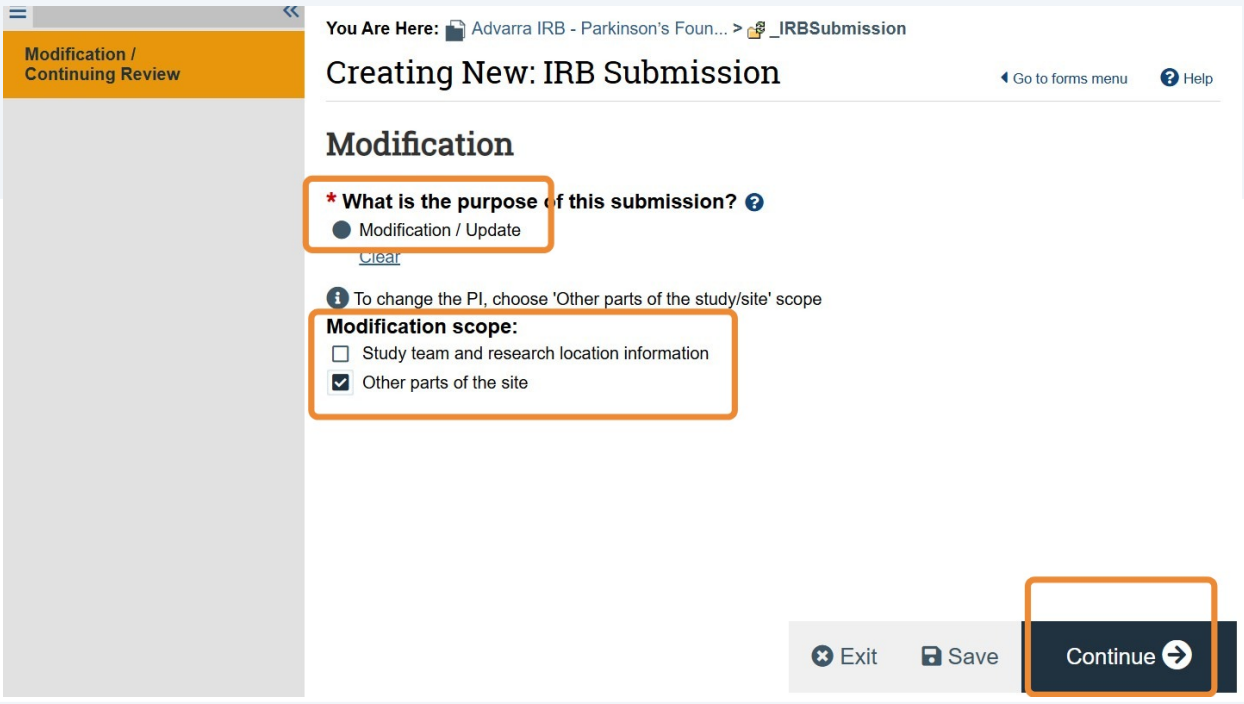
1 Open Study record

Select "Create Site Modification"



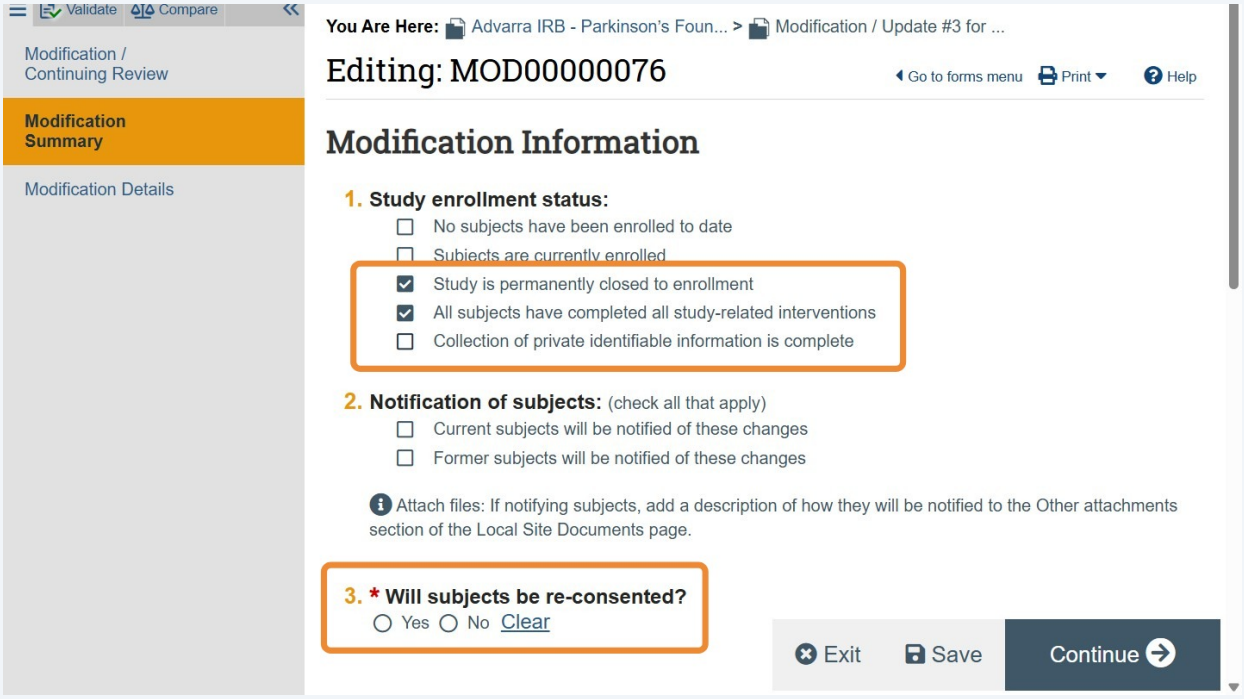
2 Select Modification / Update

Select Modification scope & Continue



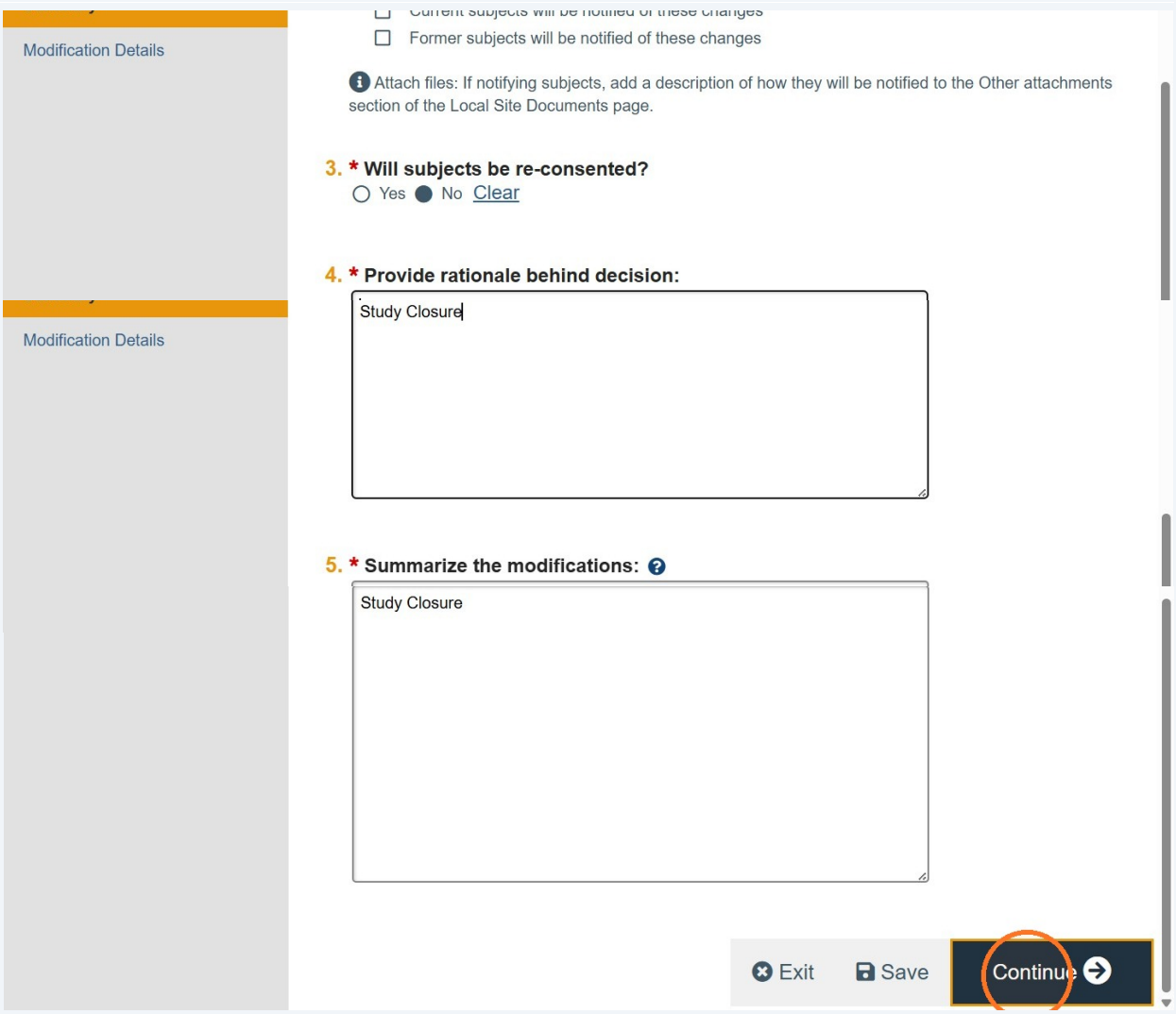
3

Select Study is permanently closed to enrollment
Select All subjects have completed all study-related interventions
Select Collection of private identifiable information is complete
Select No for subject re-consent



4

Enter "Study Closure" in the Provide rationale & Summarize the modifications fields
Click "Continue"



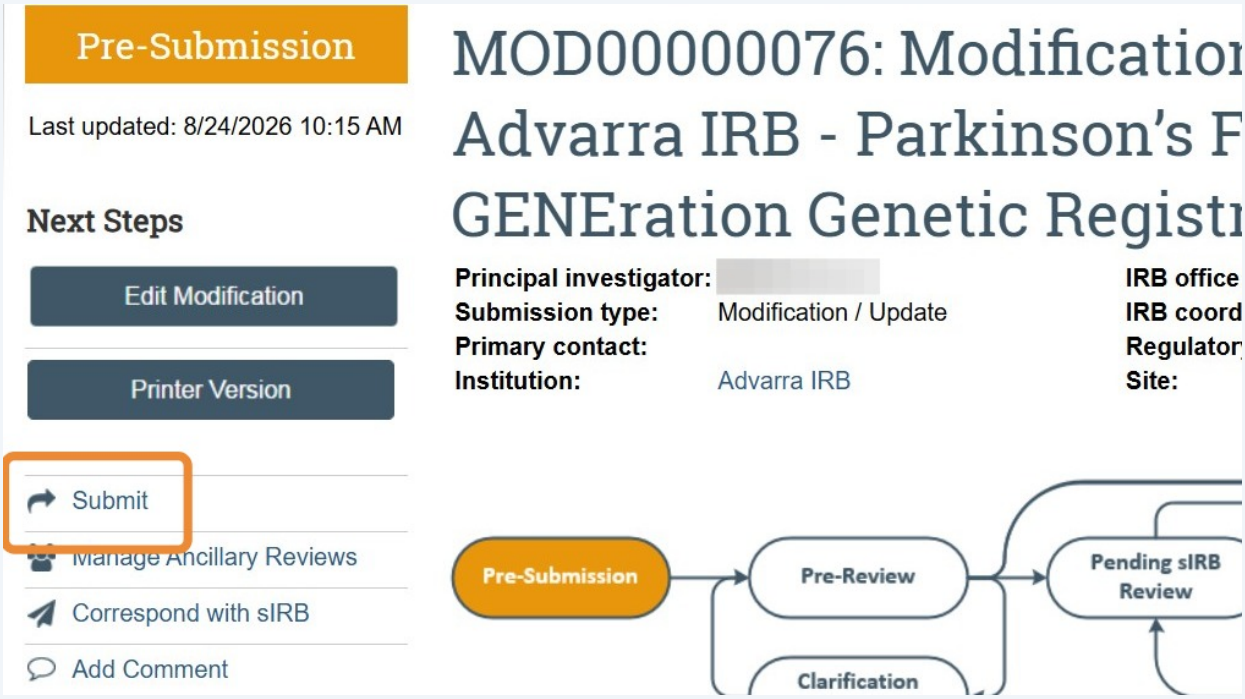
Complete Site Information

5

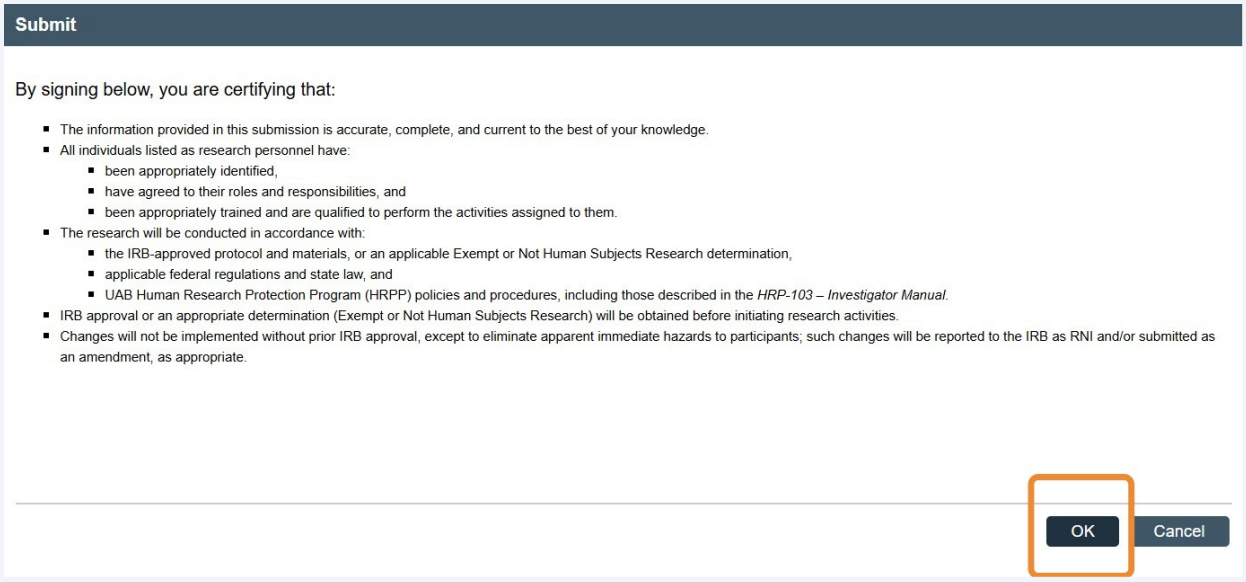
Study closure should not require any changes to the study application. Select "Continue" to move through the study application and "Finish" to close the Modification.

Submit Modification

6 Click "Submit"



7 Click OK to Certify the submission and Submit



8 Submission will move to the Pre-Review stage for review by HRPP staff

