IRB Wise Study Closure Example and Guidance

This presentation includes an example of a Study Closure submission in IRB Wise and also includes guidance for each section of the submission. The screen shots are of an example and the responses are not to be taken as the correct response. Each study is different, and therefore each response and each section will need to be filled out to tailor to your study. Please contact the Office of Research Integrity Assurance if you have any questions.
To submit a Study Closure, please click “My Protocols” (circled in red) at the top of the screen and then select the study that you wish to close.
Reporting a Study Closure

Once in the selected study, please click the Tasks drop-down menu and select "Report Study Closure."
When reporting a Study Closure, please be sure to answer all of the questions within the submission.
This is a continuation of the Study Closure request. Please be sure to answer all of the questions within the submission. Additionally, please be sure to state how many subjects were enrolled both since the past approval period (question D) and total (question E).
Study Closure - Submission

This is a continuation of the Study Closure request. Please be sure to answer all of the questions within the submission.
Study Closure - Submission

This is a continuation of the Study Closure request. Please be sure to answer all of the questions within the submission. When finished, please select "Save and Submit Application" (circled in red).
Study Closure - Submission

After clicking "Save and Submit Application," you will be asked to review all of the information to ensure it is accurate. If the information needs to be revised, please click "Edit Study Closure Request." If the information is accurate, then please click "Submit Study Closure Request to IRB" (circled in red).
Congratulations! You have officially submitted your Study Closure Request to the IRB.

Please contact the Office of Research Integrity Assurance if you have any questions regarding the submission process.

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