



Shepherd University

Institutional Review Board – Human Participants

Final Research Closure Report

Title of Research Project: _____

Principal Investigator: _____

Funding Source: _____

IRB-HS Approval Date: _____

Project Completion Date: _____

This final report and closure form officially completes the IRB research project requirements for the above named project. Also, this form must be completed by researchers with human participant research in progress if the researcher leaves Shepherd University prior to completing the research. **Research projects for which students are the principal investigators require the supervising faculty member to ensure this closure report is filed in a timely manner.**

Please complete this form and return it to the IRB Chair or to the SURC Co-Director by the date indicated. Attach copies of any results, reports, or abstracts of articles relevant to this project.

Please return this completed form no later than _____.

1. Were any substantive changes made to the approved protocol?
2. Did you file a Change of Protocol form and receive IRB approval for the change? If no, then explain.
3. How many human subjects participated in the research?
4. Do you have signed consent forms for all participants?



5. Did you follow your data management plan to include closeout procedures? If not, what changes were made and what accommodations have been made to protect the data?

6. Did any unexpected or adverse reactions occur during this research? If so, what?

7. Did you file an Incident Report with the IRB-HS for these unexpected problems? If not, why not?

8. In conclusion, please briefly explain, if other reports included do not satisfy this question, what important knowledge this research contributed to the field and what benefits were derived that justified the use of human participants?

Researcher Signature _____ Date _____

Faculty Sponsor (if Researcher is a student) _____ Date _____

For IRB Use

IRB-HS Approved _____ Need More Info _____ Date _____