Study Closure: When & How

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How?

- That’s the easy part
- Continuing Review in webIRB
  - Locate the specific study
  - Select “Continuing Review or Closure” in the study workspace
How?

- CR in webIRB (continued)
  - A CR/Closure SmartForm opens
  - Question 2.0: pick “Study Closure”
**When?**

- For UCLA and where UCLA responsible
- Study has been approved
- Enrollment is closed
- Research interventions complete
- Follow-up complete
- No identifiable specimens kept
- No accessing identifiable data
When?

- Sponsored Clinical Trial?
  - Sponsor permission
  - Close-out visit complete
  - Close-out issues resolved
  - Source documentation not needed
  - Contract/budget issues complete
When?

- Expired or not
- Within 30 days
Special Situations

- Re-opening
- PI leaves UCLA without closing
- New safety information
Remember!

- Re-starting requires approval
- Record retention period
- Data confidentiality
- New safety information
- Further use of data
Thank you!

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