Continuing Review/Progress Reports

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Institutional Review Board

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Continuing Review/Progress Reports

- What is a Continuing Review?
- What is a Progress Report?
- How often should they be submitted?
- What should be submitted?
- What happens if not submitted on time?
- Questions?

Continuing Review

- Used by the IRB to get a snapshot of the current status of the study.
  - Has there been an update on research design or procedures?
  - Have the target populations changed?
  - Has the risk/benefit ratio changed?
- Submitted using the Continuing Review Report form

Progress Reports

- Used by the IRB to get a snapshot of the current status of the study.
  - What is the estimated completion date?
  - Have there or will there be any funding changes?
  - How many participants have been enrolled?
- Submitted using the Research Status Report form

How often are they required?

Full Board	Expedited	Exempt
• Once per year	• Once per year	• Every 3 years

Submission Deadlines

Submission Deadline for Wednesday IRB	Meeting Date for Wednesday IRB	Submission Deadline for Monday IRB	Meeting Date for Monday IRB
December 25, 2023	January 10, 2024	January 3, 2024	January 22, 2024
January 29, 2024	February 14, 2024	February 7, 2024	February 26, 2024
February 26, 2024	March 13, 2024	March 6, 2024	March 25, 2024
March 25, 2024	April 10, 2024	April 3, 2024	April 22, 2024
April 22, 2024	May 8, 2024	May 1, 2024	May 20, 2024*
May 27, 2024	June 12, 2024	June 5, 2024	June 24, 2024
June 24, 2024	July 10, 2024	July 3, 2024	July 22, 2024
July 29, 2024	August 14, 2024	August 7, 2024	August 26, 2024
August 26, 2024	September 11, 2024	September 4, 2024	September 23, 2024
September 23, 2024	October 9, 2024	October 9, 2024	October 28, 2024
October 28, 2024	November 13, 2024	November 6, 2024	November 25, 2024
November 25, 2024	December 11, 2024	December 4, 2024	December 23, 2024

What should be submitted?

- Continuing Review Report
- Publication(s) related to the research
- Any un-submitted reports identified while completing the continuing review report
- Conflict of Interest and Commitment Questionnaire for each member of the research team
- Link current CITI training
- Any available data safety monitoring reports

What happens if not submitted on time?

- All research activities must stop, except when the investigator judges it to be in the best interest of current participants to continue, in which case s/he must notify the IRB Office.



What happens if not submitted on time?

- If Approval has lapsed 45 days, the PI must submit a new application to the IRB for review and approval.
- If the continuing review is not submitted within 90 days after the expiration date, the IRB will administratively close the research study.

Questions?

