

Progress Report Process-

An alternative to continuing review, where continuing review is not required by regulation, the IRBs have the authority to require that a progress report be submitted to the JHM IRB. A progress report is an institutionally required study update that must be submitted to the JHM IRB at a designated interval. The purpose of the progress report is to ensure the study is being conducted in a compliant manner and there are no issues with the conduct of the research that would prevent continued approval. Progress reports may be required at intervals of one, two or three years from the date of initial approval. The interval will be communicated in the approval notice.

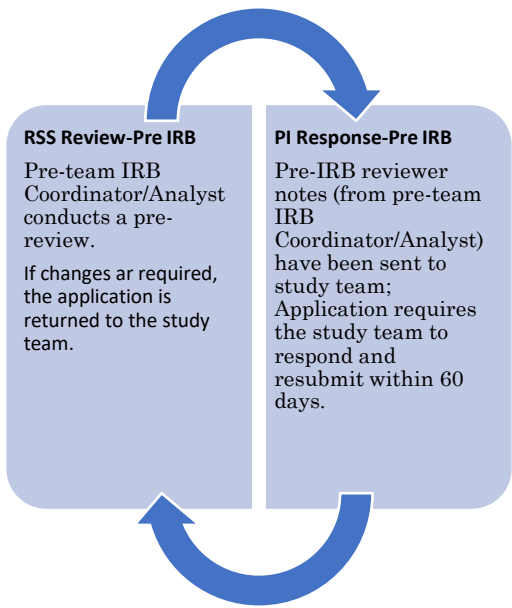
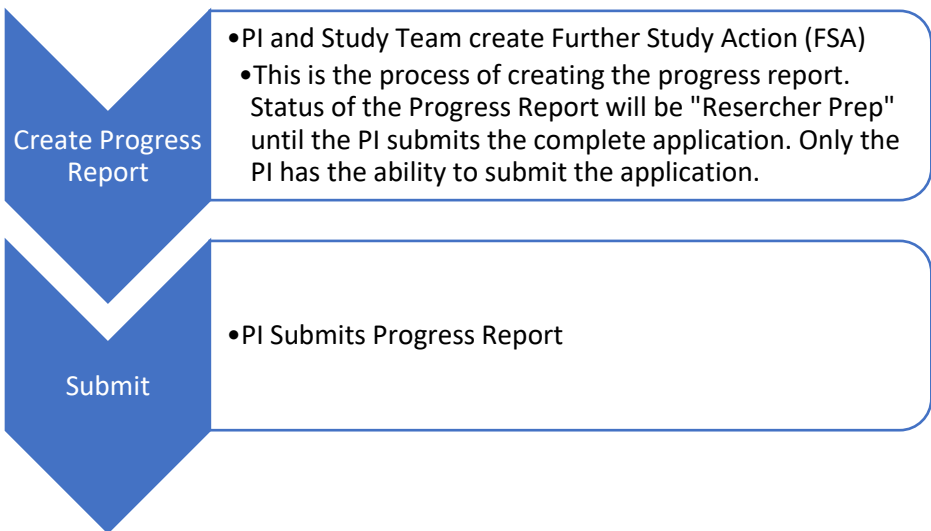
It is important to submit the progress report 6-8 weeks before the study Progress Report Due Date. This allows the IRB time to complete the review prior to the Progress Report Due Date.

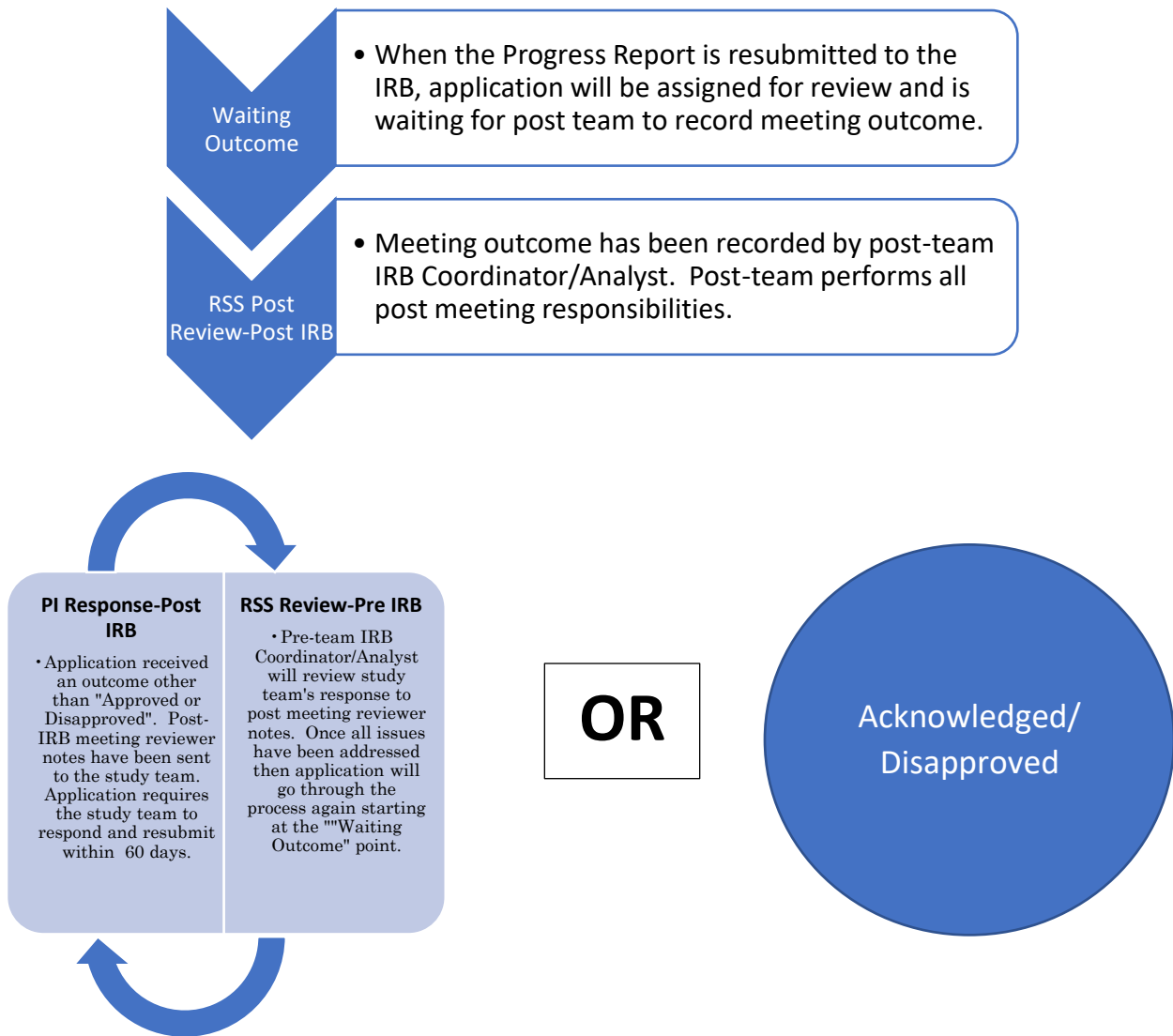
Progress Report Past Due-

If a progress report has been submitted but not approved or has not been submitted before the required progress report due date, then the study will move to a Progress Report Past Due state and no research activities, including data analysis, may continue until approval has been granted.

The Principal Investigator will have 30 days to submit the progress report past the due date before the study is administratively withdrawn.







Outcomes

Approved/Acknowledged
 Application is approved/acknowledged and research may begin.

Approved/Acknowledged with Administrative Changes
 The application requires administrative changes and re-review before final approval documents can be issued.

Tabled
 The application does not meet the criteria for approval at the time of review. A letter will be issued to the PI with review issues to resolve.

Disapproved

Application is disapproved. A new application must be submitted to pursue this study