IRIS GUIDE

Continue or Terminate a Study

Continue or terminate research activities on an active study.

Office of Regulatory Research Compliance

theorrc@howard.edu

iRIS Guide
Study Continuation and Termination

The continuation or termination of IRB activities can be requested using the Renewal/Continuation Form.

1. From the **Featured Study Operations** panel in the study workspace, select **Start a Study Submission Form**.

 | Featured Study Operations |
   |---|
   | Create a New Study |
   | Start a Study Submission Form |
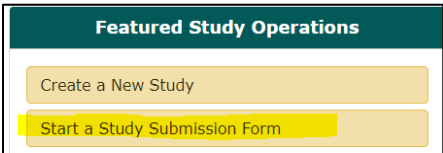
2. A variation of the All Studies panel will be presented with a list of all studies of which the current user is associated. Click on the icon in the **Select a Study** column in the same row of the study that should be continued or terminated.

   Select a Study
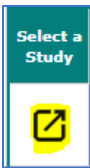
3. Find **Renewal/Continuation Form** in the list and click on the icon in the **Start a New Submission** column. If this option is not available, there may be a continuation or termination request pending submission. In that case, click on the icon in the **Edit Incomplete Submission** column.

	Version List	Start a new Submission	Edit Incomplete Submissions
Renewal/Continuation Form			

4. Complete the form. As with the initial application, click on the Save and Continue to Next Section button to advance through the form.

   Save and Continue to Next Section
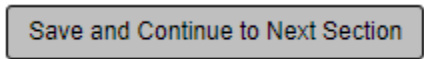
   a. In section 2.1 of the form, select the option that best applies. Depending on which option is selected, added information and options will become available.

2.0 Research Progress

2.1 What is the status of your research project?

○ Active (Still enrolling participants)

○ Closed to participant enrollment, but participants are still undergoing protocol related procedures or activities

○ All participants completed the protocol regimen, but the protocol is open for data cleaning and/or other follow-up (Expedited/Limited/Admin Review)

○ All research-related activities completed, but the protocol is open for quality control and regulatory reconciliation (Expedited/Limited/Admin Review)

○ Request termination of research with IRB

○ Other

** Ensure that updated CITI certifications and other documents are submitted as necessary.