EXPIRATION OF IRB APPROVAL

June 10, 2012

*<Name of Principal Investigator>*

*<Address of Principal Investigator>*

*<Phone Number of Principal Investigator>*

*<Fax Number of Principal Investigator>*

*<Email Address of Principal Investigator>*

Dear *<Hailing of Principal Investigator>*:

On *<Expiration Date>* the IRB approval of the following protocol expired:

|  |  |
| --- | --- |
| Title: |  |
| Investigator: |  |
| IRB ID: |  |
| Funding: |  |
| Grant Title: | *<Indicate “None” if there is none.>* |
| Grant ID: | *<Indicate “None” if there is none.>* |
| IND or IDE: | *<Indicate “None” if there is none.>* |

All research activities must stop. This includes recruitment, advertisement, screening, enrollment, consent, interventions, interactions, and collection or analysis of private identifiable information. Advertisements currently running in the media must be pulled.

Continuation of research activities without prior IRB review and approval is a violation of federal regulations.

If you believe that current subjects are at risk of harm by stopping research procedures:

* Prepare a written list of subjects who will be harmed.
* Identify the research procedures that need to continue.
* Describe the reasons that these procedures need to continue.
* Immediately provide the IRB Office with this information.

An IRB member (if needed, in consultation with others) will decide whether there is an over-riding safety concern or ethical issue involved such that it is in the best interest of individual subjects.

If you have not already done so, please submit a completed “FORM: Continuing Review (HRP-212)” and required attachments to request continuing approval or study closure.

A copy of this letter will be forwarded to the sponsor and your supervisor.

Sincerely,

IRB Manager

cc: *<Protocol Contact>*

*<Chairman or Supervisor of the Principal Investigator>*

*<Sponsor or funding agency>*

*<Sponsored Projects Services (SPS)>*