**ANNUAL PROGRESS REPORT / STUDY MONITORING FORM**

**For use during the COVID-19 pandemic**

**1. Principal Investigator**

|  |  |
| --- | --- |
| PI name: |  |
| Student name (if applicable): |  |
| Department address: |  |
| E-mail: |  |

**2. Study Details**

|  |  |
| --- | --- |
| Full title of study: |  |
| CUREC approval reference: |  |
| Date of study approval or last annual report, whichever is most recent: |  |
| Have there been any amendments since the start of the study, or since the last annual report? |  |
| If yes, please give details of each amendment (summary of changes and date of approval, where obtained) |  |
| Have you made any changes to study documents that were not submitted as part of an amendment?  If yes, please detail. |  |

**3. Commencement and Termination Dates**

|  |  |
| --- | --- |
| What was the actual start date (first participant recruited)? |  |
| When do you expect to complete data collection (date)? |  |

**4. Recruitment of Participants**

|  |  |
| --- | --- |
| Planned total number of participants |  |
| Number of participants currently recruited into study |  |
| Number of participants who have completed the study |  |
| Did you have to pause recruitment due to the COVID-19 pandemic? | Yes / No |
| If yes, is the research still paused? | Yes / No |
| If you have re-started recruitment following the COVID-19 pandemic please give the date of re-start |  |
| Have there been any difficulties in recruiting participants, other than due to the COVID-19 pandemic? | Yes / No |
| If yes, give details |  |

**5. Data**

|  |  |
| --- | --- |
| Is data collection complete? | Yes / No |
| Are you still storing personal data from which a participant could be identified? | Yes / No |
| If yes, how is this personal data being stored? |  |
| Due to COVID-19, does this storage differ from planned? |  |
| Until when do you plan to store personal data (give month and year)? |  |
| Are you still storing research data (including consent records)? | Yes / No |
| If yes, how is research data being stored? |  |
| Due to COVID-19, does this storage differ from planned? |  |
| Until when do you plan to store research data (give month and year)? |  |
| Has there been any publication arising from the research? | Yes / No |
| If yes, please provide details |  |

**6. Issues**

|  |  |
| --- | --- |
| Have there been any safety issues? | Yes / No |
| If yes, please provide details |  |
| Have any concerns been raised, or complaints made, by participants in the study? | Yes / No |
| If yes, please provide details (without identifying participants) |  |

**7. Declaration**

|  |  |
| --- | --- |
| Signature of Principal Investigator: |  |
| Print name: |  |
| Date of submission: |  |