HRPO #:

Principal Investigator:

 Title of Research Project:

1. Are the PRMC co-chairs listed below collaborators on this study?

[ ]  Yikyung Park

[ ]  Clifford Robinson

[ ]  Brad Kahl

[ ]  Julie Margenthaler

[ ]  Meagan Jacoby

[ ]  None

2. Is this study permanently closed to accrual?

Yes [ ]  Proceed to Question 3.

No [ ]  If No, do NOT submit this form.

N/A [ ]  This study is a retrospective chart review.

N/A [ ]  This protocol never opened to accrual and is being abandoned. After creating a Closure Submission in OnCore, change the protocol status to Abandoned.

3. Has the protocol Status in OnCore been updated to “Closed to Accrual”? **(\* See instructions below)**

Yes [ ]  Date:       Proceed to Question 4.

No [ ]  If No, update the Status tab in the PC Console in OnCore and enter the date the study completed accrual or the date that the data collection was completed.

4. Are all participants off the intervention?

Yes [ ]  Proceed to Question 5.

No [ ]  If No, do NOT submit this form.

N/A [ ]  Does not apply to non-interventional studies, such as retrospective chart reviews.

5. Have “Off Treatment” dates been entered into OnCore for all enrolled subjects?

Yes [ ]

No [ ]  If No, go to <https://cbmiapps.wustl.edu/confluence/x/naCRAQ> for instructions on how to update “Off Treatment” dates in OnCore.

N/A [ ]

**Please upload this completed form with the PRMC Closure submission in OnCore.**

**Additional Instructions for #3:**

**\*** For studies that are not required to track accrual, such as retrospective chart reviews, you must still proceed through the following steps to update the “Status” tab in the PC Console to “Closed to Accrual”:

1. Click the “CRC Signoff” button, and enter the date the study was approved.
2. Click the “Team Lead Signoff” button and enter the same date.
3. Click the “Regulatory Signoff” button and enter the same date.
4. Click the “Open to Accrual” button and enter the same date.
5. Finally, you will see the “Close” button. Click this and enter the date that the study stopped accruing subjects if applicable, or when the study completed data collection if it is a chart review.