

How Do I Close My Ethics Once I Have Completed My Research Study?

The REB requires that a closure form is submitted when the research study is completed.

- [Biomedical Closure Form](#)
- [Behavioural Closure Form](#)

A study is completed when there is no further contact between the researcher and participants. This point might come, for example, at the end of data collection when the researcher has no intent of further contact with participants or after data analysis because some follow-up contact with participants may be needed or possible. In some cases, researchers undertake to report back to individuals, or to the community or group from whom they collected data. In these cases, contact with participants would only end once they have reported their findings in accordance with this undertaking. This would occur after data analysis, interpretation of the findings, and/or drafting of the research report.

- The PI's affirmation that participant data collection is completed;
 - Total number of research participants enrolled at the local site;
 - The number of Serious and Unexpected Adverse Events;
 - The date of the study monitor's final visit;
 - The final disposition/storage of all research related study documents;
 - The final disposition of any electronic data, and;
 - Any other information required by the study sponsor.
- The PI's affirmation that participant data collection is completed;
 - Total number of research participants enrolled at the U of S local site;
 - The final disposition/storage of all research-related study documents.
 - The final disposition of any electronic data, and
 - Any other information relevant to the REB.
- The PI must notify the REB that the acquisition of data is complete.
- Studies that are funded or supported by the US federal government may not be closed until analysis of all individually identifiable information is completed



If a renewal or closure form is not submitted to the ethics office by the expiry date, a warning notice will be issued to you. After the expiry date, the research is out of compliance, and you must cease all research activities. If the REB approval lapses and you want to continue with the research, you must submit a renewal form within one month of the current expiry date.



Questions? Contact **Research Excellence and Innovation (REI)** at 306-966-2975 or ethics.office@usask.ca.

Related Articles

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- [Behavioural Closure Form](#)
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