**Institutional Review Board**

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**Annual Project Update**

1. **General Information**
   * Date of Report: Click here to enter a date.
   * IRB Number (3 digits):
   * Title of the Study:
   * Principal Investigator (PI):
   * PI Contact Email:
   * PI Contact Phone Number:
   * DHS Sponsor (if applicable):
   * DHS Sponsor Email:
2. **Project Status/ Updates**

* Describe any progress you have made in the study since your last report. Please include data collection, analysis and reporting.

* Describe any unforeseen difficulties related to the study, and how you dealt with these. (if none, please write “none”)

* Since your last report, have any participant experienced an adverse event related to the study? (if none, please write “none”)

1. **Please select one of the following as appropriate**

Choose an item.

* + **If the project is continuing as planned**, please remember to:
    - Alert us immediately regarding any adverse events experienced by study participants
    - Keep us informed of any changes you’re thinking of making to the project, and
    - Send us any manuscripts prior to submitting them for publication so we can confirm that no participants are identifiable
  + **If the project is continuing and requires an amendment,** please attach a description of the amendment you are requesting.
  + **If the project is closed**, please describe what you have done with the study data. ***Please note:*** *A project is considered closed only after all data analyses and publications (if any) are complete.* 
    - If data has been destroyed, please describe the method used to destroy it.
    - If data has not been destroyed and is being stored per the approved IRB proposal, please give the location and data security measures protecting this data.



***Thank you for completing this project update for the DHS Institutional Review Board.***

***- DHS Institutional Review Board***