All human studies approved by the YKHC Board are required to submit annual updates.

If a modification is desired for the study, this sheet should be completed and submitted along with a copy of the modified protocol and IRB approval letter and return via email to [joe\_klejka@ykhc.org](mailto:joe_klejka@ykhc.org).

This cover sheet SHOULD NOT BE LARGER THAN 1 sheet front and back in New Times Roman size 12 font.

All script in red is only for aid in completing the document and may be erased at time of submittal.

1. **Name of study:** (YKHC assigned number) XX.XX.XX and Protocol Name
2. **Date submitted for review:** (Date submission emailed to joe\_klejka@ykhc.org)
3. **Name and affiliations of the researchers: If changes in personnel, please note**
4. **Contact:** (Name, **address,** phone number, and email of the Primary Investigator and Correspondent if different from Primary Investigator)
5. **Funding:** (Include amount, source and continued length of funding. If no funding, explain who is volunteering or paying for the researcher’s time)
6. **Anticipated completion date of study:**
7. **Synopsis of study:** (How and what you are doing with whom, i.e. what villages)
8. **Current status:** (Including initial results or findings, if appropriate)
9. **[If Needed]Modifications requested:** (Explain reason(s) for modification)
10. **IRB approval date: for modification:**
11. **Ongoing data management:** (Storage, access, protection, when it will be destroyed)