

Insert logo here

Red – example and to be updated to reflect an individual project

Project Title:

Project Reg number:

Ethics reference:

The above study has been received by the (insert organisation name) Research Review Committee.

The following documents were received:

Document	Version	Date
Study Protocol	2.0	15 th January 2011
Patient Information Sheet		
Consent Form		
Confirmation of sponsor		
Evidence of ethical approval		

I can confirm that the above study documentation has been reviewed and a favourable opinion has been agreed and the Organisation will take part in the study.

May I take this opportunity to remind you that it will be your responsibility to:

- Inform the organisation of any amendments relating to the protocol, or study documentation including personnel changes and amendments to the actual or anticipated start / end dates
- Any safety issues that the organisation should be aware of