**ANNUAL RESEARCH STATUS REPORT**

Northwestern Polytechnic Research Ethics Board (REB) approved research is subject to continuing research ethics review from the date of initial REB approval throughout the life of the project. Continuing research ethics review ensures that all stages of a research project are ethically acceptable in accordance with the principles of the TCPS. Please return this form to [ethics@nwpolytech.ca](mailto:ethics@nwpolytech.ca) by the date listed on your ethics approval letter.

**Please fill out all fields** (space will expand to accommodate text)

|  |  |
| --- | --- |
| **Project Title** |  |
| **REB #** |  |
| **Principal investigator** |  |
| **Phone number** |  |
| **Email address** |  |
| **Faculty Supervisor (if PI is a student)** |  |
| **Email** |  |
| **Date for end of REB approval** |  |
| **Is your research complete?1** | Yes  No |
| **If you answered No to the above question, explain what work is to be completed.** |  |
| **Project End Date 2** |  |
| **Have there been any unexpected problems or adverse events?3 If yes, explain.** |  |
|  |  |
| **Signature:** | |
| **Date:** | |

**1Completed Research:** For REB purposes, the research is “complete” when all data has been collected from participants, no further contact will be made with them, and all data is recorded and stored in accordance with the provisions of the approved application.

**2Project End Date:** If the anticipated end date is beyond the date of REB approval, a change form will need to be submitted for REB review.

**3Unexpected problems or adverse events:** This includes unexpected reactions by participants to a research intervention (e.g., unintended stimulation of traumatic memories, unforeseen side-effects of a medication or natural health product), as well as unavoidable single incidents (e.g., a translator not available for a day, or failure to follow correct research procedure for one participant on one occasion). They may be minor in nature or serious in magnitude, with short- or long-term implications.