## Record Verification Date

- Records must be reviewed at least annually until all required registration and results information has been submitted.
- Compliance is tracked through the **Record Verification Date**. Update this field every time the record is updated.

## Overall Recruitment Status

- Update this field within 30 days after a change in status.
- If enrollment is closed but data collection is ongoing, use “Active, not recruiting” as the **Overall Recruitment Status**.
- If data collection is complete, use “Completed” or “Terminated” as applicable for the **Overall Recruitment Status**. Refer to the *What to do When Data Collection is Complete* tip sheet for additional information.

## Primary Completion Date

The **Primary Completion Date** is *the date that the final subject was examined or received an intervention for the purposes of final collection of data for the primary outcome, whether the clinical trial concluded according to the pre-specified protocol or was terminated*.

- This date is based on the primary outcome measure(s) and the associated time frame(s). It may not be the same as the Study Completion Date.
- Change “Anticipated” to “Actual” within 30 days after meeting this date.
- If the study is an Applicable Clinical Trial or an NIH-funded study, results need to be entered within 1 year of this date.

## Study Completion Date

The **Study Completion Date** is *the final date on which data was collected*.

- Change “Anticipated” to “Actual” within 30 days after meeting this date.
- The study may still be open for analysis with the IRB even if it is complete in ClinicalTrials.gov.

**SAVE.** To submit changes, return to the **Record Summary** page and select the **Entry Complete** button.