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| **Study Stage:**  Start-up through Termination |

**Purpose:** This Monitor Visit Log should provide a comprehensive list of all monitoring visits. This template records all monitoring visits beginning with study initiation visit (SIV).

**Useful to:** Principal Investigators (PIs), Study Coordinators, Monitors, Sponsors, other site staff.

**Instructions:**

* Record monitoring visits as they occur to ensure completeness and accuracy of information.
* The Monitor signs a separate line for each day they are on-site and study staff will initial that line.
* Pages may be added to the template as needed.

**Best Practice Recommendation:**

* This template may be used by any clinical research study that utilizes monitoring.
* To ensure log completion, have the Monitor sign the log upon arrival each day.
* Keep the Monitoring reports in the regulatory binder behind this log.

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| **Reference(s):**  N/A |

**Template History:**

**Last Updated:** 6/07/2022

**Version:** 3.1

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| **Study Name:** | **IRB HUM #:** |
| **Principal Investigator:** |  |

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| **Visit Date** | **Purpose of Visit**  **(select one)**  **Initiation, Interim, Close-out, Other (Specify*)*** | **Monitor** | **Monitor Signature** | **Study Team Initials** |
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