|  |  |  |  |
| --- | --- | --- | --- |
| Form number | **Form 52.009B** | Version | **4.0** |
| Title | **Template email to Investigator** | | |

Dear Investigator

R&I Ref:

Title:

The above study has been submitted for NHS GG&C R&I Management Approval. Please refer to the attached checklist which outlines the documentation that should be submitted to the R&I office depending on the nature of the research.

It is suggested that a copy of this checklist be kept in the Investigator site file.

Application forms should be saved and submitted in both pdf and xml format. Please send all other documents as a scanned electronic file to the address below. It is your responsibility to send in further documents when they become available.

****Please ensure all correspondence regarding this project includes the above R&I Reference.****

Kind regards

|  |
| --- |
| This Form is a controlled document. The current version can be viewed on the GCTU website.  Any copy reproduced from the website may not, at time of reading, be the current version. |