|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **UNUSED CLINCARD(S) RETURN SLIP** | | | | | |
|  |  | |  |  | |  |
|  | Name: | |  | |  |  |
|  | Department: | |  | |  |  |
|  | Protocol #: | |  | |  |  |
|  | PI: | |  | |  |  |
|  | Total # ClinCards Received: | |  | |  |  |
|  | -Total # ClinCards Lost Before Issuance: | |  | |  |  |
|  | -Total # ClinCards Issued and Reissued: | |  | |  |  |
|  | Total # ClinCards Returned: | |  | |  |  |
|  |  |  | | |  |  |

**INSTRUCTIONS:**

Study Team must complete the ClinCard Return Slip upon termination of all participant visits for the particular study, and return to the CTFA along with the unused cards.

* All ClinCards are tracked during issuance for the specific study
* All unused ClinCards for the study must be returned and re-catalogued for future use
* ClinCards lost/misplaced by the Study Team prior to issuing to participants must be documented for CTO and RBIS to report to Greenphire  
  (to expunge card from eligibility of use on this program)
* Please return this form to your CTFA at:

**660 Harrison Ave Boston, MA 02118**

**Gambro Building, 2nd Floor**

**Room # 226**

*For any questions, please contact the Clinical Trial Office at* [*CTO@bmc.org*](mailto:CTO@bmc.org) *or Research Business Information Systems at* [*RBI@bmc.org*](file:///C:\Users\gastoned\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\XX0ASE2Q\RBI@bmc.org)