

ERC Form 6D: Letter for PI Clarification or Interview Template



<mm/dd/yyyy>

<NAME OF PI>

Principal Investigator

<Institution/Affiliation>

Re: <Study Protocol Title><RIHS ERC Code>

Dear <TITLE OF PI><SURNAME>:

We wish to inform you that the **RIHS ERC** reviewed your proposed amendments/study protocol during its regular meeting <date of meeting> and is requesting further clarification. Your study has been assigned study protocol code <RIHS ERC code>, which should be used for all communication to the RIHS ERC related to this study.

Upon review, the RIHS ERC found issues requiring clarifications such as:

1.

In this regard, the RIHS ERC requests for a clarificatory interview with you during the next RIHS ERC meeting on <Date of Next Full Board meeting>from <requested time> at the <venue>. Alternatively, we could arrange a teleconference meeting within the RIHS ERC Meeting time if you will not be able to appear in person. Kindly provide a number where you can be reached by telephone.

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Should you have any questions or clarifications regarding the abovementioned recommendations, please contact the undersigned through the RIHS ERC Secretariat at (02) 7161843 or email us at research@uerm.edu.ph.

The **RIHS ERC** looks forward to your immediate response and action.

Very truly yours,

<NAME OF REVIEW RIHS ERC CHAIR>

Chair, RIHS ERC