Monitoring Visit Action Log

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| Study Details |
| Study name |  |
| Type of study |  |
| Site Name |  |
| Date & Type of Visit |  |
| REC reference |  | R&D reference |  |

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| Visit Action Points | Action Completed? |
| Action  | Responsible Person | Yes 🗸 | Completed by:*Print name* | Date*DD/MMM/YYYY* | Evidence |
| **1.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **8.** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **9.** |  |  |  |  |  |  |
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| Comments (Incomplete Actions/ Discrepancies) |
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