**Monthly Enrollment Report**

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| --- | --- |
| Protocol Title: | |
| ERB Number: | Protocol Version Number: |
| Principal Investigator: | Study Site: |
| Date Report Prepared: | Date Report Submitted: |

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| --- | --- | --- | --- | --- | --- | --- |
| **Monthly enrollment report: Target sample size \_\_\_\_\_** | | | | | | |
| **Month** | **Planned** | **Actual** | **Planned cumulative** | **Actual cumulative** | **% of the target achieved\*** | **Progress notes** |
| June 10.2025 | 10 | 5 | 10 | 5 | 5% |  |
| July 10, 2025 | 15 | 6 | 25 | 11 | 15% |  |
| August 10,2025 | 16 | 22 | 41 | 33 | 44% |  |
| September 10, 2025 | 9 | 11 | 50 | 44 | 59% |  |
| October 10, 2025 | 8 |  | 58 |  |  |  |
| November 10, 2025 | 7 |  | 65 |  |  |  |
| December 10, 2025 | 10 |  | 75 |  |  |  |
| Total | 75 |  |  |  |  |  |
| % target sample size achieved = (Cumulative Actual Enrollment ÷ Total Target Sample Size) × 100  Note: The data in this table is for illustration purpose only. Replace it with your own study data. | | | | | | |

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| **Enrollment Distribution by Gender, Age, and Other Strata (Current Month)** |

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| --- | --- | --- |
| Variable | Frequency | Percentage |
| Gender | | |
| Male |  |  |
| Female |  |  |
| Total |  |  |
| Age | | |
| Below 30 years |  |  |
| Above 30 years |  |  |
| Total |  |  |

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| Note: Adjust the age groups/categories according to the requirements of your study. If stratified enrollment is used, include the corresponding strata (e.g., site, disease severity, socioeconomic group, etc.) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Milestones achievement table** | | | | | |
| **Date of first patient enrolled**  dd/mm/yyyy | **25% sample size enrolled**  dd/mm/yyyy | **50% sample size enrolled**  dd/mm/yyyy | **75% sample size enrolled**  dd/mm/yyyy | **Enrollment complete** (100%) sample size enrolled  Last patient enrolled.  dd/mm/yyyy | **Date collection is complete**  last patient has completed the last follow up.  dd/mm/yyyy |
|  |  |  |  |  |  |
| Note: If a milestone is not achieved during the current month, write ‘In Progress’ or ‘Not Achieved’ | | | | | |

**Overall study performance for the current month**

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Total number of patients who had lost to follow up /withdrew from the study

N=

Total number of patients who had completed the study, and data collection for all study end points is completed

N=

Total number of patients who had completed treatment, data collection for primary end points is completed but continued in research for data collection on secondary end points

N =

Total number of patients enrolled

N=

Excluded criteria 1 n=

Excluded criteria 2 n=

Excluded criteria 3 n=

Total number of patients screened

N=

Total number of patients who had completed treatment but follow up for data collection is continuing

N=

Total active patients (cumulative)

N=

Total number of patients randomized

N=

Principal investigator signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_/\_\_\_\_/\_\_\_\_

(dd/mm/yyyy)