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Advancement in Medicine

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Via Fax (4 Pages) and US Mail

February 14, 2000

Dear

Please notice that the period monitored on the enclosed *Monitoring of Protocol Activity* form is 18 months, as opposed to the usual 12 months. The reason for this is that your report should have been reviewed at the 1999 Fall IRB meeting in Reno, Nevada. We are in the process of "catching up" and we would like to inform you that, from this time forward, your reports will be reviewed on a yearly basis at IRB Spring Conference meetings.

We appreciate your understanding and urge you to complete the enclosed report and submit it along with your annual \$100 update fee within 10 days, so that we may get back on an annual schedule for review.

Sincerely,

Laura Azzaro  
IRB Secretary

Enclosures