Study name: **Study PI:**
Study ID #:

Communication Log:

This is a log of important communications between the site and those external to the site, such as FDA, the sponsor, etc. You may decide to maintain a separate communication log for each type of communication, so that, for example, all FDA communications would be on one sheet, etc. or you may use only one main log for a listing of all communications.

Date	Time	Communication type	Site representative name	Outside entity representative name, affiliation	Description

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