

Lost to Follow-Up Form

(please also refer to [SWOG Policy #30, Responsibility for Patient Follow-Up](#))

Has it been at least two years since your site has been able to reach the participant to obtain a date of last contact with the participant? <i>(If not, the participant is not yet considered to be lost to follow-up. Please do not submit.)</i>	<input type="checkbox"/> Yes <input type="radio"/>
Date of last contact <input type="text"/>	<input type="radio"/>
Please document attempts to contact patient (either three phone calls or a certified letter which was returned "addressee unknown", or did not receive a reply)	
Phone call #1	<input type="radio"/>
Phone call #2	<input type="radio"/>
Phone call #3	<input type="radio"/>
Certified letter	<input type="radio"/>
I verify that the above information is correct, and that all attempts to contact this patient have failed.	<input type="checkbox"/> <input type="radio"/>

- Participant must meet the criteria indicated on the form.
- If two years has not passed since the last date of contact entered in the SWOG database, any overdue follow-up expectations will continue to post until the patient is contacted again or until they meet the two-year requirement.
- Please clearly note in the Comments field of the most recent Follow-Up form if you have lost contact with the patient but have not met requirements of lost to follow-up.
- There is no need to continue to submit FUP forms unless contact has been made. Expectations will remain outstanding and unresolved. Typically, one overdue follow-up is not enough to impact your site's IPR.