**Adverse Events Tracking Log**

* The AE tracking log is a consolidated, up-to-date list of the patient's AE. It allows clinicians to track AE evolution and outcome. The log may also serve as a programmatic tool to identify the need to schedule additional follow-up visits, visits to the patient's home or to schedule additional tests.
* All AE that are captured on the AE form should be entered into the log
* All SAE that are captured on the SAE form will also be entered into the log.
* All AE that are entered into the log should be evaluated at each visit by the doctor. The doctor should re-assess the severity of the AE and mark if it has changed or not. This will show exactly when the AE was last evaluated.
* The AE should be closed if it has resolved or has become stable.

**Initial capture of the AE**

* AE #: Write a number that is assigned to each AE in order of appearance (start with "1").
* Description: Write the name of the AE or a very brief description of AE as listed on AE form. If the AE constitutes a SAE, write the name of the SAE or a brief description as listed on the SAE form.
* At the time that the AE is first entered into the log, fill out the first column:
  + Date: the date of onset of the AE, as listed on the AE form.
  + Severity: circle the grade as listed on the AE form.

**Follow-up**

* During a follow-up assessment, fill out a middle column when you assess the AE.
  + Assessments should be performed monthly at a minimum, but can be done at any time as needed (e.g. during an unscheduled visit for a new AE).
  + Date: write the date of the assessment.
  + Severity: circle the new grade of the AE.

**Outcome**

* If the patient has died or the AE has resolved, fill out an AE Outcome form, and write the date of the form here. No further follow-up of this AE needs to be captured.

**SAE #**

* If the AE fits the definition of an SAE, make sure that an SAE form is submitted to the PV unit. Write the SAE case number in this column to link the SAE form to this episode. if the AE never became an SAE, then write "NA" (for non-applicable) in this column.