**Appendix 1: Site Subject Training Log**

**Site Subject Tracing Log**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Site Name:** | | | | | | |
| **Site Investigator:** | | | | | **Site Number:** | |
| **Date of Contact** | **Method of Contact** | **Person Contacted** | **Contact Info (phone number, address, email address)** | **Summary of Contact Outcome** | **Action Items** | **Site Staff Initials & Date** |
|  | Phone  Email  Home visit |  |  |  |  |  |
|  | Phone  Email  Home visit |  |  |  |  |  |
|  | Phone  Email  Home visit |  |  |  |  |  |
|  | Phone  Email  Home visit |  |  |  |  |  |
|  | Phone  Email  Home visit |  |  |  |  |  |
|  | Phone  Email  Home visit |  |  |  |  |  |
|  | Phone  Email  Home visit |  |  |  |  |  |
|  | Phone  Email  Home visit |  |  |  |  |  |

Page \_\_ of \_\_