8.3.4 Remove and Restore Subject in System

You can remove a Subject from the OpenClinica system. For example, you might want to remove a Subject who has left a Study because the Subject did not meet eligibility requirements or has moved and will not resume participation later. To remove a Subject:

1. Select Tasks > Subjects.
   The Administer Subjects page opens.
2. In the Actions column, click the Remove icon for the Subject you want to remove.
3. Click OK in the confirmation dialog box.
   The Subject is removed from the OpenClinica system. The status of all the Subject's Event CRFs is set to "invalid."

Data for Subjects removed from the system is still maintained in the OpenClinica system and you can view but cannot change data. The data for removed Subjects is not included in datasets you export.

To restore a Subject to the OpenClinica system:

1. Select Tasks > Subjects.
   The Administer Subjects page opens.
2. In the Actions column, click the Restore icon for the Subject you want to restore.
3. Click OK in the confirmation dialog box.
   The Subject is restored to the OpenClinica system.

After a Subject has been restored to the system, you can change data for the Subject and that Subject's data is included in datasets you export.

Functional approval by Laura Keita. Signed on 2014-09-16 10:10AM

Approved for publication by Ben Baumann. Signed on 2014-10-11 12:55PM

Not valid unless obtained from the OpenClinica document management system on the day of use.