Instructions**:** Complete one row for each ring provided to the participant. Record the Date, Visit Month, Staff Initials and Date. When the participant comes to her next visit and the ring is returned (or expected to be returned), complete the Date Returned, Visit Month, the appropriate Ring Status, Staff Initials and Date. This information should also be recorded in the event of an off-site visit if the ring is collected. Recording the Ring Status: If a ring is returned and set aside for destruction, check the box for that option and record the destruction bin #. If a ring is returned and set aside for storage, check the box for that option and record the date the ring was sent to the lab. If an unused ring was returned, check the box for that option and return the ring to the pharmacy on the same day. If a ring is not returned as expected, check the box for that option. Record Staff Initials and Date. Update if the ring is returned. All entries must be made in dark ink. Corrections may be made by drawing a single line through incorrect entries, entering correct information, and initialing and dating the correction. Comments may be entered at any time.

|  |  |  |
| --- | --- | --- |
|  | PROVIDED | RETURNED |
| Ring  | Date (dd-MMM-yy) | Visit Month (##.#) | Staff Initials  | Date | Date Returned (dd-MMM-yy) | Visit Month (##.#) | Ring Status | Staff Initials | Date | Comments |
| **1** |  |  |  |  |  |  | * Used ring for destruction: bin # \_\_\_\_\_\_\_\_\_\_
* Used ring for storage: date to lab\_\_\_\_\_\_\_\_\_\_
* Unused ring to pharmacy
* Ring not returned
 |  |  |  |
| **1** |  |  |  |  |  |  | * Used ring for destruction: bin # \_\_\_\_\_\_\_\_\_\_
* Used ring for storage: date to lab\_\_\_\_\_\_\_\_\_\_
* Unused ring to pharmacy
* Ring not returned
 |  |  |  |
| **1** |  |  |  |  |  |  | * Used ring for destruction: bin # \_\_\_\_\_\_\_\_\_\_
* Used ring for storage: date to lab\_\_\_\_\_\_\_\_\_\_
* Unused ring to pharmacy
* Ring not returned
 |  |  |  |
| **1** |  |  |  |  |  |  | * Used ring for destruction: bin # \_\_\_\_\_\_\_\_\_\_
* Used ring for storage: date to lab\_\_\_\_\_\_\_\_\_\_
* Unused ring to pharmacy
* Ring not returned
 |  |  |  |
| **1** |  |  |  |  |  |  | * Used ring for destruction: bin # \_\_\_\_\_\_\_\_\_\_
* Used ring for storage: date to lab\_\_\_\_\_\_\_\_\_\_
* Unused ring to pharmacy
* Ring not returned
 |  |  |  |