

Understanding Dates

Expiration

If the Document Type is flagged as a document type which expires, then you will see the following:

Expiration Date Expires at End of Study
 

If the document expires, an expiration date can be entered. If the document does not expire, the checkbox should be selected. Once the document is finalized, if an expiration date is entered, a duplicate study item will be created with a due date set to the expiration date of the document.