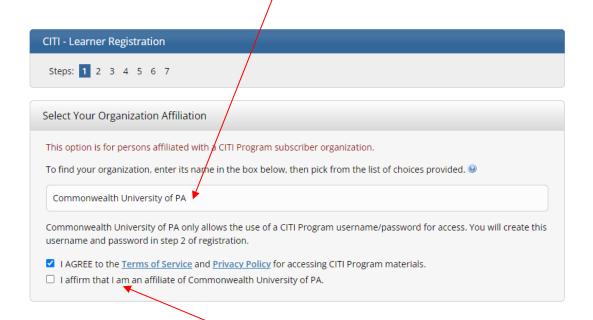


CITI Program Training for Commonwealth University Faculty, Staff, Students, and Affiliates

If you have completed CITI courses outside of CU, please see this link for details on how to affiliate those courses: https://support.citiprogram.org/s/article/how-to-add-change-your-affiliated-institution-or-transfer-completions? qa=2.182358503.1930946492.1697549216-760731854.1690217811

New Registration:

- 1. Go to "Register" on the upper right-hand side
- 2. Select "Commonwealth University of PA" as your Organization Affiliation



- 3. Select "AGREE" to the Terms of Service and "I affirm that I am an affiliate of Commonwealth University of PA"
- 4. Continue to Create Your CITI Program Username/Password and complete information
- 5. Once on the Main Menu, scroll down and select "Add a Course"

- 6. Answer questions to add course/s most appropriate to your purpose and area of study
- 7. Be sure to select "no or not at this time" for any questions/courses not applicable at this time

Human Subjects Research - IRB

If you are a student, faculty, or staff member planning to conduct Human Subjects Research, you must complete one of the following two courses, whichever suits your study area: 1) Biomedical Research Investigators or 2) Social and Behavioral Research Investigators.

If you are a student unsure which course would be most appropriate, consult a faculty member for guidance. Other courses may be assigned to you as part of a course, but only one of the two highlighted courses will fulfill the training requirement for submitting to the IRB. Please be sure to complete the Human Subject Research course, and NOT the Responsible Conduct of Research (RCR) course if you want to complete the training required to submit an IRB application. Human subject research requires Biomedical or Social & Behavioral training.

Question 1 **Human Subjects Research** Please choose one learner group below based on your role and the type of human subjects activities you will conduct. You will be enrolled in the Basic Course for that group. Biomedical Research Investigators: Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Biomedical research with human subjects. Social & Behavioral Research Investigators: Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Social and Behavioral research with human subjects. IRB Members: This Basic Course is appropriate for IRB or Ethics Committee Students conducting no more than minimal risk research Research with data or laboratory specimens- ONLY: No direct contact with human subjects. Revised Common Rule

Health Privacy and/or FERPA

<u>Health Privacy</u> and/or <u>FERPA</u> training is <u>not</u> required for Human Subject Research Training but it may be a good idea to take if you propose using health data or educational data. These trainings may also be assigned to you if you work in a clinical or educational setting on or off campus. See below for information on specific modules available within each course.

Question 9			
Information Privacy Security			
Please make the appropriate selection if you are required Information Privacy Security (IPS) course.	uired to complete th	e	
Health Privacy FERPA I am not required to complete the IPS course or	FERPA course at this	s time.	
ealth Privacy Module Options Required Mod	ules ———		
Modules	Completed	Score	
Basics of Health Privacy (ID 1417)	10-Oct-2019	80%	Review
Optional Mod	ules ———		
Modules	Completed	Score	
Health Privacy Issues for Students and Instructors (ID 1420)	10-Oct-2019	80%	Review
Health Privacy Issues for Clinicians (ID 1418)	10-Oct-2019	80%	Review
Health Privacy Issues for Researchers (ID 1419)	Optional	-	Start

FERPA Module Options

Required Modules					
omplete the required module.					
Modules	Completed	Score			
FERPA: An Introduction (ID 17407)	Incomplete	-	Start		
Supplemental 1	Modules 🕡				
Modules	Completed	Score			
FERPA for Instructors (ID 17408)	Incomplete	7:	Start		
FERPA for Students (ID 17409)	Incomplete	-8	Start		
FERPA for Researchers (ID 17410)	Incomplete	-	Start		
FERPA for Institutional Review Boards (IRBs) (ID 17411)	23-Oct-2019	100%	Review		
	Incomplete		Start		

Animal Research-IACUC

If you are a student, faculty, or staff member planning to conduct animal research, you must complete the "Working with the IACUC Course." Select any electives appropriate to your work and/or interests.

Question 4	
Laboratory Animal Resea	arch
Do you conduct studies that use Lab animals?	
1. If YES, then you must complete the Ba	sic course and the appropriate species specific modules.
2. If you are an IACUC Member you shoเ	ld complete the "Essentials for IACUC Members".
 Choose the appropriate species speci Choose all that apply 	ic electives according to your research interests.
□ "Working with the IACUC Course" is required i	f you plan to use lab animals in your work.
☐ Antibody Production	
☐ If you are an IACUC Member you are required	to complete the "Essentials for IACUC Members" course now.
Choose the appropriate species specific elect	
☐ I work with Frogs, Toads or other Amphibi	
☐ I work with Rats. Genus: Rattus	
☐ I work with Swine	
☐ I work with Dogs	
☐ I work with Hamsters. Family: Muridae	
☐ I work with Gerbils	
☐ I work with Guinea Pigs	
☐ I work with Rabbits, Family: Leporidae	
☐ I work with Cats	
☐ I work with Non-Human Primates (NHP)	
☐ Working With Ferrets in Research Settings	
 If you plan to conduct studies that have the you should complete the module on "Minimi 	ne potential to cause "more than momentary pain and distress" in Mice or Rats zing Pain and Distress".
☐ I work with Fish. This course is currently under construction a	nd not available at this time. Please make another selection
☐ I work with lizards, snakes or other reptile This course is currently under construction a	rs. nd not available at this time. Please make another selection
☐ Working With Animals In Biomedical Rese	arch - Refresher Course
☐ If you are planning to do aseptic surgery of Institution may require this.	on animals, you may want to complete the "Aseptic Surgery" course now. Your

Biosafety/Biosecurity Research

Recommended for all researchers working with recombinant DNA or select agents, responding to biohazards, or shipping/transporting regulated biological materials.

GROUP A General – Anyone working with Biological Materials

- Introduction to Biosafety
- Basic Biosafety Training
- Biosafety Retraining
- Shipping and Transport of Regulated Biological Materials
- Emergency and Incident Response to Biohazard Spills and Releases OSHA Personal Protective Equipment Training

rDNA

If you are working with rDNA take **Group A AND ALSO** the following course:

NIH Recombinant DNA (rDNA) Guidelines

Blood, Urine, Saliva

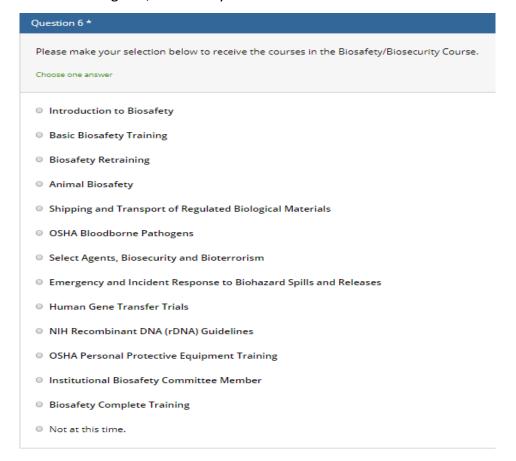
If you are working with Blood, Urine, Saliva take Group A AND ALSO the following course:

OSHA Bloodborne Pathogens Select Agents

Select Agents

If you are working with Select Agents you must take **Group A AND ALSO** the following course:

Select Agents, Biosecurity and Bioterrorism



Responsible Conduct of Research

Before a student begins research, or as part of a research course, it may be a good idea to have them complete the "Responsible Conduct of Research" training. Some granting agencies require students to complete this training before they engage in research (i.e., NSF, NIH, USDA) and receive compensation for their research duties.

Complete the course most appropriate to your field of study.

Question 3
Responsible Conduct of Research Please make your selection below to receive the courses in the Responsible Conduct of Research. Choose one answer
Biomedical Responsible Conduct of Research Course
Social and Behavioral Responsible Conduct of Research Course
O Physical Science Responsible Conduct of Research Course
O Humanities Responsible Conduct of Research Course
Responsible Conduct of Research for Engineers
Responsible Conduct of Research for Administrators
O Not at this time.

Financial Conflict of Interest (FCOI) Training

FCOI Training is **required** for all recipients of PHS funds (includes NIH, CDC, FDA, CMS, HHS), and it is recommended for all sponsored activity financial managers.

Required Modules					
	Date Completed	Score			
Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules (COI-Basic) (ID: 15070)	Incomplete	0/0 (0%)			
Institutional Responsibilities as They Affect Investigators (COI-Basic) (ID: 15072)	Incomplete	0/0 (0%)			