

# **Directions for CITI Training**

Follow these steps to set up a CITI account and take the required training. Be sure to save your certificate of completion and turn them in to Moodle. If you have any questions, please email me.







Courses •

CE/CMEs Tools





Log In

# Research Ethics and Compliance Training



# Click on "Register" to set up your new account

#### CITI - Learner Registration

Steps: 1 2 3 4 5 6 7

Select Your Organization Affiliation

This option is for persons affiliated with a CITI Program subscriber organization.

To find your organization, enter its name in the box below, then pick from the list of choices provided. 🥹

Dominican University of California

Dominican University of California only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration.

- I AGREE to the <u>Terms of Service</u> and <u>Privacy Policy</u> for accessing CITI Program materials.
- ✓ I affirm that I am an affiliate of Dominican University of California.

Continue To Create Your CITI Program Username/Password

indicates a required field.	
* First Name	* Last Name
Michaela	George
* Email Address	* Varify amail address
Email Address	
michaela.george@dominican.e	michaela.george@dominican.e
Me urge you to provide a second en access the first one. If you forget you	michaela.george@dominican.e <sup>i</sup> nail address, if you have one, in case messages are blocked or you lose the ability ur username or password, you can recover that information using either email

#### Create your Username and Password

#### \* indicates a required field.

Your username should consist of 4 to 50 characters. Your username is not case sensitive; "A12B34CD" is the same as "a12b34cd". Once created, your username will be part of the completion report.

\* User Name

Michaela\_George

Your password should consist of 8 to 50 characters. Your password IS case sensitive; "A12B34CD" is not the same as "a12b34cd".

\* Password

\* Verify Password

.....

.....

Please choose a security question and provide an answer that you will remember. **NOTE: If you forget your login information**, **you will have to provide this answer to the security question in order to access your account**.

#### CITI - Learner Registration - Dominican University of California

Steps: <u>1</u> <u>2</u> <u>3</u> <u>4</u> 5 6 7

\* indicates a required field.

\* Country of Residence

Search for country: Enter full or partial name (e.g., "United States") OR your country's two or three character abbreviation (e.g., "US", "USA"), then pick from the list of choices provided.

**United States** 

Continue To Step 5

\* Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?

CITI is pleased to offer CE credits and units for purchase to learners qualifying for CE eligibility while concurrently meeting their institutions training requirements.

CE credits/units for physicians, psychologists, nurses, social workers and other professions allowed to use AMA PRA Category 1 credits for re-certification are available for many CITI courses – with that availability indicated on course and module listings. **Please register your interest for CE credits below** by checking the "YES" or "NO" dots, and, when applicable, types of credits you wish to earn at bottom of page. Please read texts entered for each option carefully.

Yes

At the start of your course, you will be prompted to click on a "CE Information" page link located at the top of your grade book and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives, faculty disclosures, types, number and costs of credits available for your course.

Yes

No



The CE functionality will not be activated for your course. Credits and units will therefore not be available to you for purchase after you start your course. You can change your preference to "YES" before such time however by clicking on the "CE Credit Status" tab located at the top of your grade book page.

No

### Please provide the following information requested by Dominican University of California

#### \* indicates a required field.

Language Preference

English -

\* Institutional Email Address

michaela.george@dominican.edu

•

•

Gender

Female

**Highest Degree** 

MD, Ph.D.

Employee Number

#### Question 1

## **Responsible Conduct of Research**

Please make your selection below to receive the courses in the Responsible Conduct of Research.

#### Choose all that apply

✓ Faculty Researchers RCR

Administrators RCR

Student Researchers RCR

Not at this time.

\* Question 2

# **Biosafety/Biosecurity**

Please make your selection below to receive the courses in the Biosafety/Biosecurity Course.

#### Choose one answer

- Instutional Biosafety Committee Member Training
- Biosafety/Chemical Hygiene Officer Training
- Biosafety Training Faculty & Students
- OSHA Bloodborne Pathogens
- Not at this time.



You only need to choose either the "Faculty Researchers" or "Student Researchers" option

#### Question 3

#### 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.

#### Choose one answer

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.

Research with data or laboratory specimens- ONLY: No direct contact with human subjects.

○ IRB Members: This Basic Course is appropriate for IRB or Ethics Committee members.

Not at this time.

#### Question 4

### Institutional/Signatory Officials & IRB Chair

Please make your selection below if you wish to be enrolled in the Institutional/Signatory Officials or IRB Chair courses.

#### Choose all that apply

Institutional/Signatory Officials

IRB Chair

Question 5

#### Public Health Research

Please make your selection below if you wish to be enrolled in the Public Health Research course.

Choose one answer

Public Health Research

Not at this time.

**Complete Registration** 

Your registration has been completed successfully.

# Institutional Courses

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to <u>add an affiliation</u>. If you are no longer associated with a listed institution, you may want to <u>remove an affiliation</u>.



Dominican University of California Public Health Research	
Stage 1 - Basic	
0 / 4 modules completed	Start Now

Dominican University of California	
Social & Behavioral Research	
Stage 1 - Basic Course	
0 / 9 modules completed	Start Now

You will need to complete all course and all modules

Dominican University of California Student Researchers RCR Stage 1 - Basic Course

0 / 9 modules completed

Start Now

# For example, this is the Public Health Course that contains four modules.

# **Required Modules**

Complete all 4 required modules.

Modules	Completed	Score	
Introduction to Public Health Research (ID 17637)	Incomplete	-	Start
Public Health Research and Public Health Practice (ID 17638)	Incomplete	-	Start
Informed Consent and Confidentiality in Public Health Research (ID 17639)	Incomplete	-	Start
Ethical Issues in Public Health Research (ID 17640)	Incomplete	-	Start

# Social & Behavioral Research

Dominican University of California



When you are done with all three course, please upload your completion certificate to Moodle.