OU IRB CITI Training Requirements

The OU IRB has recently changed its requirements for training in human subjects research. The new training requirements include completion of a CITI Basic/Refresher course based upon one of the following learner groups:

- Faculty
- Students and Faculty Advisors
- IRB Members

Depending on the research the following CITI module(s)/course(s) may be required in addition to the Basic/Refresher course:

- Records-Based Research
- Research with Prisoners
- Research with Children
- Vulnerable Subjects – Research Involving Pregnant Women, Human Fetuses, and Neonates
- International Research
- Avoiding Group Harms – US Perspectives
- Health Information Security and Privacy

The new CITI training requirements apply to the following:

- Faculty, students (undergraduate and graduate) or staff who have not previously submitted a human subjects research application to the OU IRB
- Faculty, students or staff whose current CITI training has or will expire within 3 months of the submission of a new or continuing review application
- Faculty advisors who are not currently involved in research of their own and are only supervising student research should complete the Students and Faculty Advisors course
- Faculty advisors with valid CITI training as a faculty member will not be required to complete the Students and Faculty Advisors course

Note that approximately 90 days prior to expiration of a valid training certificate, researchers who have previously completed CITI training will receive notification from CITI of the upcoming expiration. It is the responsibility of the researcher to complete the Basic/Refresher course and any other applicable module(s)/course(s) at that time. New submissions and continuing review applications will not be approved without a valid CITI training certificate(s).

For completion of CITI training, applicants should log on to the CITI training site at https://www.citiprogram.org and complete the required training prior to submission of an application to the IRB as follows:

- New users will need to register with CITI. Instructions for registration can be found on the CITI home page under *Help and Support*.
- Oakland University must be chosen as a participating institution.
- Once logged onto the CITI site, registrants should select *Oakland University Courses* from the main menu.
- Under *My Learner Tools for Oakland University*, select *Add a Course or Update a Learner Group.*
- Under the *OU Human Subjects Research* heading, select the applicable CITI course.
- Additional modules can be found under the subsequent heading *Optional Human Subjects Research Modules.*

Upon passing the Basic/Refresher course and any additional human subjects research module(s)/course(s) that may be applicable to the research, a completion report can be obtained from the main menu page under *Oakland University*

Courses. Completion reports must be submitted to the IRB through IRBNet. Researchers are referred to the *Step by Step Instructions* guide located in the Forms and Templates library of IRBNet for details.