# Atrium Health

## CITI Training Guidelines

Prepared by the Office of Clinical and Translational Research

# What is CITI?

- CITI: Collaborative Institutional Training Initiative
- Founded in March 2000 at the University of Miami
- Used for research education materials at institutions worldwide
- Free for CHS affiliates
- **[http://www.citiprogram.org](http://www.citiprogram.org)**

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# Create an Account

# Affiliate with CHS

# Input Personal Information

# Choose Username, Password, and Security Question



Create a username and password that are easy to remember. If you need help accessing your account later, the OCTR Research Monitor/Educators can assist.

# Input Country of Residence

# Enter registration information



Required:
- Email address
- Gender
- Highest degree completed
- Role in human subjects research
  - E.g., Principal investigator, sub-investigator, coordinator
- Office phone

Recommended:
- Employee number
- Department

## Select Curriculum - Carolinas HealthCare System (1322)

* indicates a required field.

* **To enable the software to present the appropriate course work for your needs, you will be asked a series of questions. Please read the questions carefully and provide the most appropriate answer.** Do you conduct research in any the following settings?
Choose all that apply

☐ Yes, I conduct research with **live human beings, human tissue samples or with archival patient data** derived from human beings.

☐ Yes, I conduct research or teaching activities that utillizes **live animal subjects** or tissues derived from live animal subjects

☐ Yes, I require the **Good Clinical Practice (GCP) course**

☐ Yes, I conduct research with **Biosafety/Biosecurity.**

☐ Yes, I conduct research with **Conflicts of Interest.**

☐ Yes, I would like to take a course in **Institutional/Signatory Official**

☐ Yes, I would like to take the **Clinical Trial Billing Compliance (CTBC) course**

[ Next ] [ Start Over ]

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# Answer as marked below

# Biomedical Research

# Good Clinical Practice (GCP) is required

# Answer "Yes" if using REDCap



**CITI PROGRAM** | Collaborative Institutional Training Initiative

Search Support Center

Main Menu | My Profiles | My CEUs | My Reports | Support | Admin

Main Menu › Add a Course

## Select Curriculum - Carolinas HealthCare System (1322)

* indicates a required field.

* Do you plan on using REDCap or other data management services with CHS?
Choose one answer

○ Yes.

○ Not at this time.

- Answer "Yes" if using REDCap for electronic data capture (EDC)
- Not required if using sponsor's EDC system

Next | Start Over

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# Finalize Registration

# Dashboard will show assigned courses
**\*May not match what is pictured below**

# Questions?

- Contact OCTR Research Monitor/Educators
- **Sarah L. Davis**
  - [Sarah.Davis@atriumhealth.org](mailto:Sarah.Davis@atriumhealth.org)
  - (704) 355-0691
- **Cynthia Haywood, CCRP**
  - [Cynthia.Haywood@atriumhealth.org](mailto:Cynthia.Haywood@atriumhealth.org)
  - (704) 355-0642
- **I'sis Perry**
  - [Isis.Perry@atriumhealth.org](mailto:Isis.Perry@atriumhealth.org)
  - (704) 355-5596

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