

# **CITI Training Guidelines**

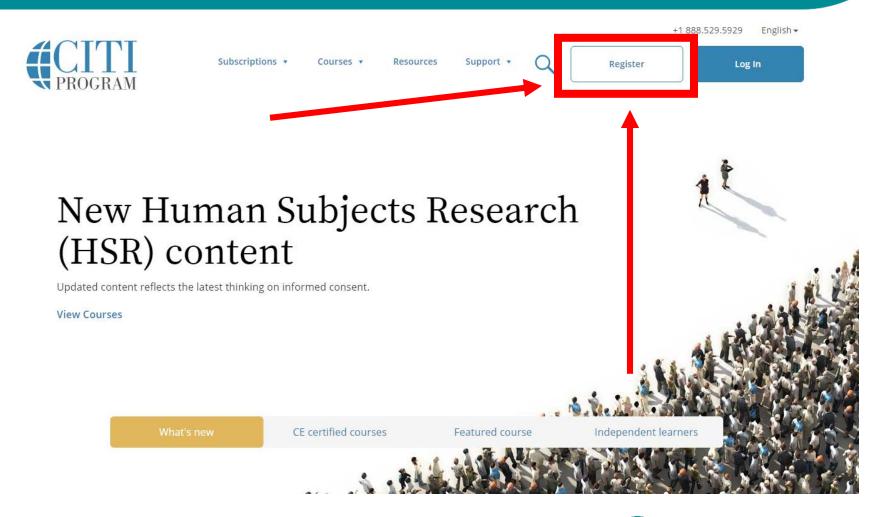
Prepared by the Office of Clinical and Translational Research

### 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



### **Create an Account**





### **Affiliate with CHS**



English -

LOG IN

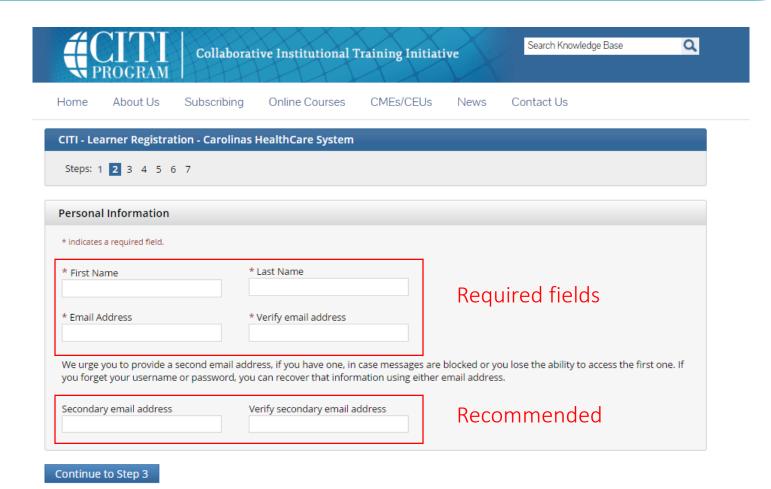
LOG IN THROUGH MY INSTITUTION

REGISTER

|           | CITI - Learner Registration                                                                                                                               |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | Steps: 1 2 3 4 5 6 7                                                                                                                                      |
|           | Select Your Organization Affiliation Select Atrium                                                                                                        |
|           | This option is for persons affiliated with a CITI Program subscriber organization. Health here                                                            |
|           | To find your organization, enter its name in the box below, then pick from the list of choices provided. 9                                                |
|           | Atrium Health                                                                                                                                             |
|           | Atrium Health only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration.   |
| eck these | 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 Atrium Moulth. |
| ooxes     | ☑ I affirm that I am an affiliate of Atrium Health.  Continue To Create Your CITI Program Username/Password                                               |
|           | Continue to Create four CTT Program Osemame Password                                                                                                      |

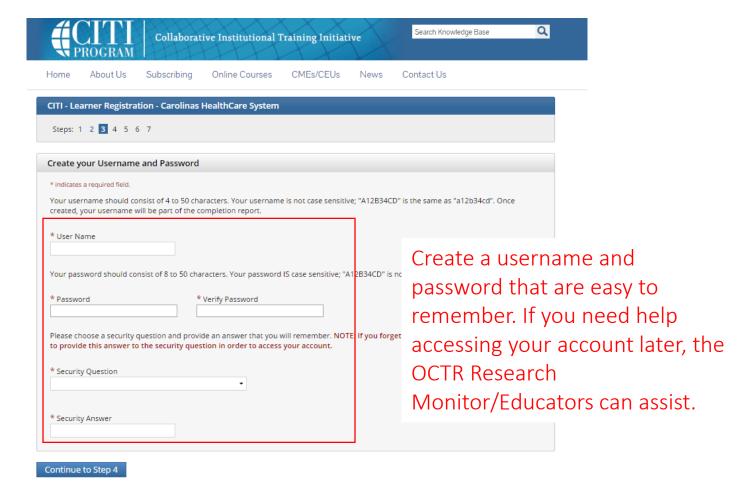


# **Input Personal Information**





# Choose Username, Password, and Security Question



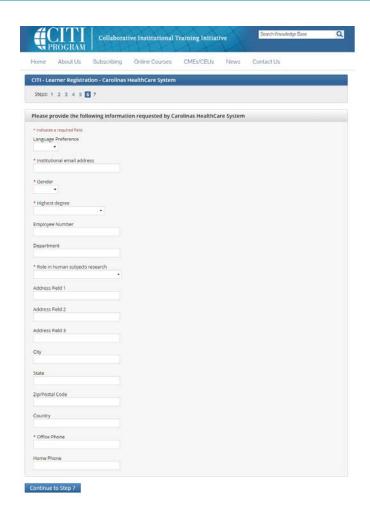


# **Input Country of Residence**





# **Enter registration information**



#### Required:

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

#### Recommended:

- Employee number
- Department



#### Collaborative Institutional Training Initiative

Search Support Center

Q

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.

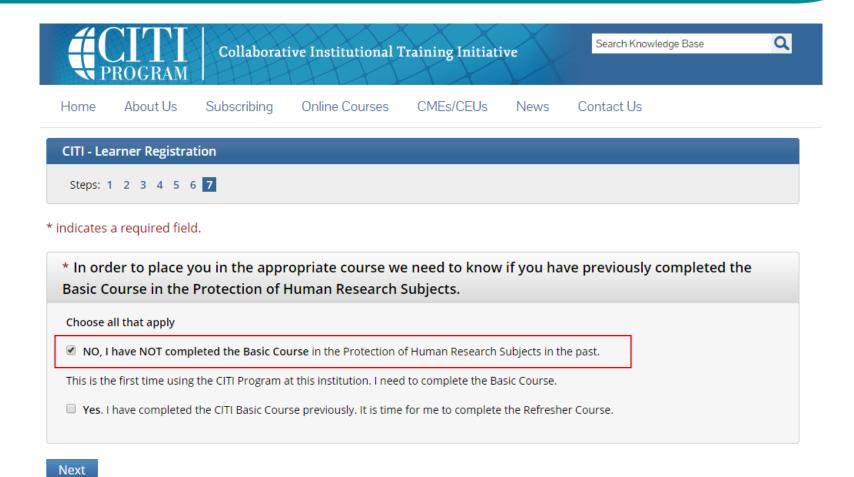
- \* To enable the software to present the appropriate course work for your needs, you will be asked a series of questions. Please read the questions carefully and provide the most appropriate answer. Do you conduct research in any the following settings? Choose all that apply
  - Yes, I conduct research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

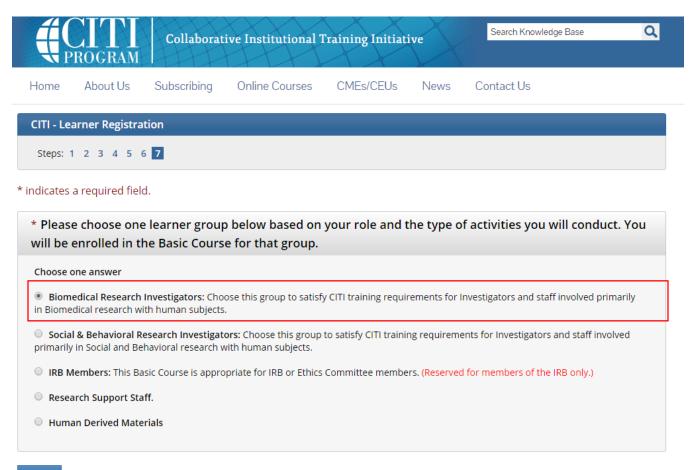


### Answer as marked below





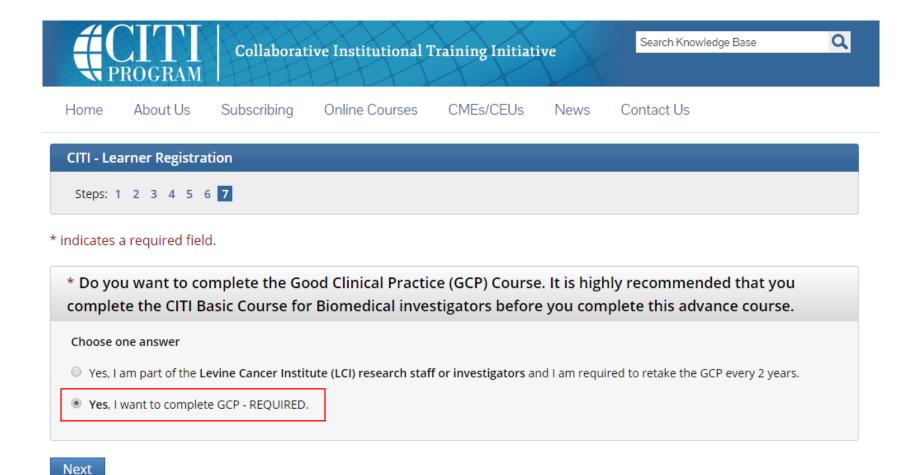
### **Biomedical Research**





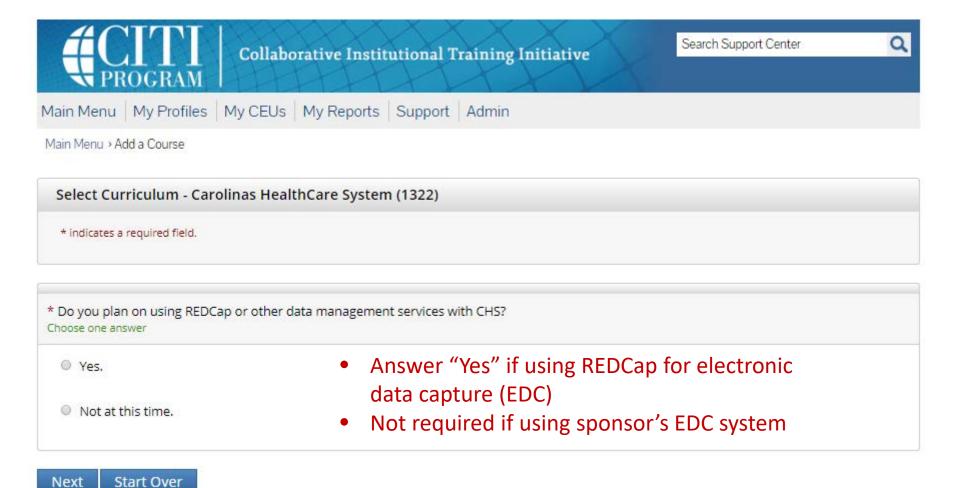


# Good Clinical Practice (GCP) is required





# Answer "Yes" if using REDCap





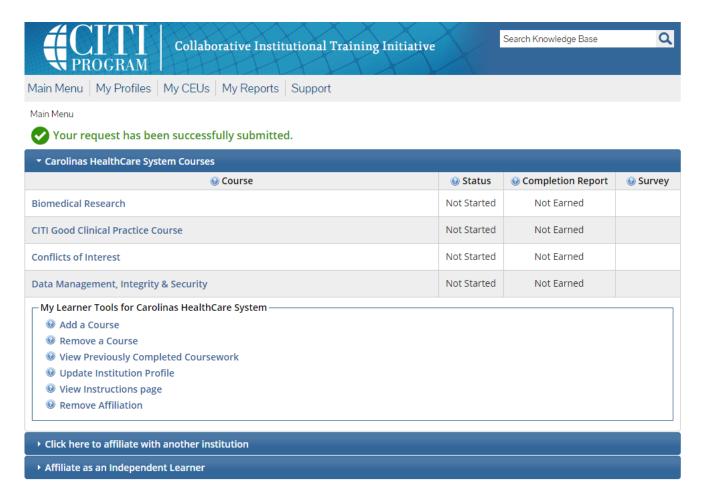
# **Finalize Registration**





### Dashboard will show assigned courses

\*May not match what is pictured below





### **Questions?**

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