

## Directions CITI Training

### DIRECTIONS CITI TRAINING

**Note.** These directions will generally apply for most individuals but depending on your needs you may need to choose different options than what is chosen below.

1. To complete ethics training go to [www.citiprogram.org](http://www.citiprogram.org)
2. Choose Organizational Learners



3. Click on the register now link
4. Select your institution or organization: Type in Rhode Island College in designated box

**\* Select Your Organization Affiliation**

Search for organization: Enter full or partial name

Rhode Island College [Can't find your institution? It may use Single Sign On. Check here.](#)

[Rhode Island College](#)

Permissions for this organization may be different from those of your organization. Some organizations are not included with a participating organization or require content that your organization does not provide. (Fees apply)

[Continue to Step 2](#) [Reset Form](#)

5. Enter your name: put your first and last name.
6. Enter your email address: list your RIC email address.
7. Create a username and password of your choice.
8. Choose your security question.

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9. Enter your Country of Residence
10. Click 'No' for the CME/CUE credits question unless this applies to you for some reason.
11. Click the Submit button at the bottom of the page to continue.

**\* 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 most CITI courses - please see "Course List" link under the "CE Credits" tab on login page for details.

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 grad book page.

No

**If you picked "YES", please check below the one type of credit you would like to earn**

MDs, DOs, PAs - AMA PRA Category 1 Credits TM

Nurses - ANCC CME

Other Participants - Certificates of Participation

Psychologists - APA Credits

Social Workers - Florida Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling

**\* Can CITI Program contact you at a later date regarding participation in research surveys?**

Yes

No

Not sure. Ask me later

12. Enter in information requested by RIC.
  - Employee number: **ID number**
  - Department: **Enter your Department**
  - Role in research: **Choose Your Role (e.g., student, research assistant)**
  - Associate professor/Administrator: **Dr. Emily Cook**
  - Who requested you register for CITI training: Choose a Relevant Option (e.g., **a faculty member in Psychology**)

13. Please select the following options:
  - Question 1: Human Subjects Research: **Make the Choice that Makes Sense for you. We recommend either (a) Social and Behavioral Research Investigator or (b) Students Conducting No More than Minimal Risk Research**

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**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.
- IRB Members: This Basic Course is appropriate for IRB or Ethics Committee members.
- Students conducting no more than minimal risk research.
- Research with data or laboratory specimens- ONLY: No direct contact with human subjects.
- No human research courses needed.

Question 2: IRB Chair Course: **Not at this time**

**\* Question 2**

Would you like to take the IRB Chair course?

Choose one answer

- Yes
- Not at this time.

Question 3: Responsible Conduct of Research: **Not at this time**

**Question 3**

**Responsible Conduct of Research**

Please make your selection below to receive one of 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
- Physical Science Responsible Conduct of Research Course
- Humanities Responsible Conduct of Research Course
- Responsible Conduct of Research for Administrators
- Not at this time.

Question 4: Conduct Refresher Course: **Not at this time**

Question 5: Conflict of interest: **No**

**Commented [CEC1]:** Note. This may be required by some funding organizations such as NIH and NSF. If this is the case then you should choose whichever of these courses is in alignment with your funding agency.

**Commented [CEC2]:** If you have a federally funded grant than you may need to do this per the request of OSP

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**Question 4**

Please make your selection below if you wish to enroll in a Responsible Conduct of Research Refresher course.

*Choose one answer*

- Responsible Conduct of Research Refresher for Biomedical Researchers
- Responsible Conduct of Research Refresher for Social, Behavioral, and Education (SBE) Researchers
- Responsible Conduct of Research Refresher for Physical Science Researchers
- Responsible Conduct of Research Refresher for Humanities Researchers
- Not at this time.

**Question 5**

Would you like to take the Conflict of Interest mini-course?

*Choose one answer*

- Yes
- No

Question 6: Lab Animal Welfare Course: **Not at this time**

**Question 6**

**Lab Animal Welfare Course Enrollment**

If you would like to follow Lab Animal Courses, please select which courses you would like to take below (these are optional courses at this time).

*Choose all that apply*

- Working With the IACUC
- Essentials for IACUC Members
- IACUC Community Member
- Reducing Pain & Distress in Laboratory Mice & Rats
- Working with Mice in Research Settings
- Working with Rats in Research Settings
- Not at this time.

Question 7: Biosafety/Biosecurity: **Not at this time**

**Biosafety/Biosecurity**

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

*Choose one answer*

- Introduction to Biosafety
- Basic Biosafety Training
- Biosafety Retraining
- Animal Biosafety
- Shipping and Transport of Regulated Biological Materials
- OSHA Bloodborne Pathogens
- Select Agents, Biosecurity and Bioterrorism
- Emergency and Incident Response to Biohazard Spills and Releases
- Human Gene Transfer Trials
- NIH Recombinant DNA (rDNA) Guidelines
- OSHA Personal Protective Equipment Training
- Institutional Biosafety Committee Member
- Biosafety Complete Training
- Not at this time.

13. Select: Complete Registration

14. Complete the Required Course