Setting up a Collaborative Institutional Training Initiative (CITI) account for users not enrolled at or employed by Georgia Tech

Georgia Institute of Technology
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1. New Non-Georgia Tech users (community members of the board, collaborators, etc.) should create an account using “Register.”

Returning Non-Georgia Tech users will need to select “Log In.”
1a. If you are using a mobile device, you will need to select the three menu bars on the left side of the screen.
1b. If you are using a mobile device, you will need to select “Register.”

Returning Non-GT users will need to select “Log In.”
2. All returning users will see this screen. If you need to add a new course or renew an existing course, please select the “Add a Course or Update Learner Groups.” Then please skip ahead to step 7.

New users please skip to slide 3.
3. Affiliate with Georgia Institute of Technology and agree to terms of service.
4. Enter your name & email address

Then create your username and password, and set a security question.
5. Enter country of residence

Then answer questions about Continuing Education Credits
6. Continue completing your profile.

Note that Georgia Tech DOES NOT require you to enter your address or home phone number.

Non-Ga Tech users should enter “Non-GT” where the GTID is requested.
8. If you have not previously completed the basic modules, select “NO, I have NOT completed the Basic Course...”

If you just need the refresher course, required every 3 years, select “YES, I have completed the CITI Basic Course...”
9. Depending on your proposed research study, select either “Group 1: Biomedical Research Investigators and Key Personnel” or “Group 2: Social/Behavioral Research Investigators and Key Personnel”

ONLY IRB Members (members of the reviewing committees) should select Group 3.
10. If you are conducting a clinical trial as defined by the FDA, OHRP, or NIH, and/or conducting research on a medical device, drug, biologic, or an in vitro diagnostic involving human subjects or human subjects specimen(s), you will also need to complete the CITI course for "Good Clinical Practice (GCP)." If your study is an NIH funded socio-behavioral clinical trial, then you will need to complete the CITI course for “GCP – Social and Behavioral Research Best Practices for Clinical Research.”

If you will access Protected Health Information (PHI), which includes medical records, also select “CITI Health Information Privacy & Security (HIPS).”
11. After selecting courses, CITI will return you to the main page. Click on any course title to begin completing modules. You may stop at any time and return to the curriculum later.
Social/Behavioral Research Investigators and Key Personnel Modules

✓ Belmont Report & CITI Course Introduction
✓ Students in Research
✓ History & Ethical Principles
✓ Defining Research with Human Subjects
✓ The Federal Regulations
✓ Assessing Risk
✓ Informed Consent
✓ Privacy & Confidentiality
✓ Research with Children
✓ Research in Public Elementary & Secondary Schools
✓ International Research
✓ International Studies
✓ Internet-Based Research
✓ Research & HIPAA Privacy Protections
✓ Vulnerable Subjects – Research Involving Workers/Employees
✓ Conflicts of Interest in Research Involving Human Subjects
CITI Health Information Privacy & Security (HIPS) Modules

- Basics of Health Privacy
- Health Privacy Issues for Researchers
- Basics of Information Security, Part 1
- Basics of Information Security, Part 2
- Protecting Your Computer
Biomedical research Investigators and Key Personnel - Basic Course Modules

✓ Belmont Report & CITI Course Introduction
✓ History & Ethics of Human Subjects Research
✓ Basic Institutional Review Board Regulations & Review Process
✓ Informed Consent
✓ Social & Behavioral Research for Biomedical Researchers
✓ Records-Based Research
✓ Genetic Research in Human Populations
✓ Populations in Research Requiring Additional Considerations and/or Protections
✓ Vulnerable Subjects – Research Involving Children
✓ Vulnerable Subjects – Research Involving Pregnant Women, Human Fetuses, and Neonates
✓ International Studies
✓ FDA- Regulated Research
✓ Research and HIPAA Privacy Protections
✓ Vulnerable Subjects – Research Involving Workers/Employees
✓ Conflicts of Interest in Research Involving Human Subjects
✓ Avoiding Group Harms – U.S. Research Perspectives
✓ Stem Cell Research Oversight (Part 1)
Good Clinical Practice Modules

- The CITI Good Clinical Practice Course for Clinical Trials Involving Drugs & Devices
- Overview of New Drug Development
- Overview of ICH GCP
- ICH – Comparison between ICH GCP E6 and U.S. FDA Regulations
- Conducting Investigator-Initiated Studies According to FDA Regulations & GCP
- Investigator Obligations in FDA-Regulated Research
- Managing Investigational Agents According to GCP Requirements
- Overview of U.S. FDA Regulations for Medical Devices
- Informed Consent in Clinical Trials of Drugs, Biologics, Devices
- Detecting and Evaluating Adverse Events
- Reporting Serious Adverse Events
- Audits and Inspections of Clinical Trials
- Monitoring of Clinical Trials by Industry Sponsors
- Completing the CITI GCP Course
Finished!

✓ Print your certificate of completion for your records.
✓ Provide a copy to the Office of Research Integrity Assurance.