

**Refresher Training Options**

For Biomedical Faculty, Investigators, Research Staff or Administration

The *Faculty and Staff Training Requirements for the Conduct of Clinical Research Policy* that

went into effect in 2009 requires all faculty and staff who have completed initial human subject

protection training to complete refresher training every 3 years as part of the continuing training

maintenance requirements.

**ONLY *ONE* OF THE FOLLOWING TRAINING PROGRAMS IS REQUIRED:**

**1) CITI** http://www.citiprogram.org

Instructions for Enrolling:

**1. Individuals who have previously completed the Basic Course**

The Refresher module will be automatically added to your Learner’s Menu 180 days

prior to your date of expiration. The Refresher Module only applies to individuals

who fulfilled the original training requirement through CITI.

Refresher Module:

A. Biomedical 101 Refresher Course

i. Belmont Report and CITI Course Introduction

ii. History and Ethics of Human Subjects Research

iii. Basic Institutional Review Board (IRB) Regulations & Review Process

iv. Informed Consent

v. Populations in Research Requiring Additional Considerations and/or

Protections

vi. Vulnerable Subjects: Research Involving Children

vii. Health Privacy Issues for Researchers

viii. University of Chicago

ix. 1 Required Elective Module

B. Good Clinical Practice

**2. Individuals who have not complete CITI training**

Register to complete the Basic Course to fulfill the refresher requirement.

Instructions for registering for the first time can be found in Attachment A.

**2) Fundamentals of Clinical Research**

Individuals who have never taken the Fundamentals of Clinical Research course are encouraged

to participate in the training offered by OCR. The course is offered during the fall, winter and spring quarters.

The schedule of classes and online registration can be found at:

<http://bsdocr.bsd.uchicago.edu/fac-staff/education/fundamentals.html>

**3) Graham School *Clinical Trials Management and Regulatory Compliance certificate* course**

The University of Chicago Graham School offers a certificate program focusing on the design

and management of human subject research. Completion of 2 certificate courses will fulfill the

policy. Visit the website for additional information and to register:

<https://grahamschool.uchicago.edu/php/clinicaltrialsmanagement/>

**4) Other training options**

Individuals who have fulfilled an alternative human subjects training course can petition to have

this training recognized as fulfilling the refresher requirement. Training must be completed prior

to your original training expiration date and within the past year. Please email Margaret Wieczorek mwieczor@bsd.uchicago.edu with documentation of your training. The OCR will determine appropriate training requirements on a case by case basis.

**BSD/UCMC Programs**

Other training programs offered through the BSD/UCMC may be accepted as refresher

training. Some currently recognized programs include:

1. Clinical Research Training Program (CRTP)\*

- EPOR Track I

- Track II

2. Human Subject Protection training program

3. Other\*

\*A certificate of training must be provided

**External Programs**

Submit certificate of completion to clinicresearch@bsd.uchicago.edu for OCR determination

of compliance with policy.

**For more information or for help determining the acceptability of other training programs,**

**please contact** [**clinicresearch@bsd.uchicago.edu**](mailto:clinicresearch@bsd.uchicago.edu)