Collaborative Institutional Training Initiative (CITI) Instructions
To ensure that the SIUC research community is compliant with the various regulations that govern federally-funded research and researchers are appropriately informed of these regulations, OSPA offers online training in the following six areas:

- Responsible Conduct of Research (RCR)
- Human Subjects Research (HSC)
- Laboratory Animal Welfare (IACUC)
- Conflicts of Interest (FCOI)
- Export Controls
- Biosafety/Biosecurity

To access the appropriate training module, proceed with the following steps:

1. Go to the Collaborative Institutional Training Initiative website (www.citiprogram.org).

   a. For new users, click on, “Register” Continue to Step 2 (below).
   b. For existing users:
      i. Log in with your user name and password
      ii. Choose Southern Illinois University Carbondale Courses
      iii. Choose “Add a Course or Update Learner Groups”
2. Select your Organizational Affiliation (Southern Illinois University Carbondale), agree to Terms of Service, and click “Continue to Step 2”.

3. Enter your personal member information in Steps 3-6 and click “Continue to Step 7”.

4. On the Select Curriculum page, choose the appropriate courses from the following options:
   a. Responsible Conduct of Research
      *Required for students paid from NSF or USDA-NIFA awards or for any personnel paid from a USDA-NIFA award.
      i. If required, choose the module most relevant to your field of study
      ii. If not required, choose “Not at this time”
b. Human Subjects Research
   *Required if conducting research on humans
   i. If required, choose either Biomedical Research Investigators or Social & Behavioral Research Investigators. Only these two modules will satisfy the Human Subjects Committee training requirements.

   ![Image of Human Subjects Research module]

   **Question 2**
   
   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 all that apply:
   
   - **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.

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c. Laboratory Animal Welfare
   *Required if conducting research involving non-human animals
   i. If required, complete at least the following core modules:
      1. Working with the IACUC
      2. Minimizing Pain and Distress
      3. SIUC Animal Care
      4. Any available species specific module relevant to your research

   ![Image of Laboratory Animal Welfare module]

   **Question 3**
   
   Laboratory Animal Welfare
   
   Do you conduct studies that use Lab animals?
   
   1. If YES, then you must complete the Basic course and the appropriate species specific modules.
   2. If you are an IACUC Member you should complete the "Essentials for IACUC Members".
   3. Choose the appropriate species specific electives according to your research interests.

   Choose all that apply:

   - **Working with the IACUC Course:** is required if you plan to use animals in your work.
   - **Post-Approval Monitoring (PAM)**
   - **IACUC Chair**
   - **If you plan to conduct studies that have the potential to cause more than momentary pain and distress** in mice or rats you should complete the module on "Minimizing Pain and Distress".
   - **SIUC Animal Care** is required if you plan to use animals in your work.

   Choose the appropriate species specific electives depending on your work or interests:

   - work with Mice, Family: Muridae, Genus: Mus
   - work with Rats, Genus: Rattus
   - work with Minks, Genus: Mustelidae
   - work with Hamsters, Family: Cricetidae
   - work with Gerbils
   - work with Guinea Pigs
   - work with Rabbits, Family: Leporidae
   - work with Dogs
   - work with Cats
   - work with Fish
   - work with Zebrafish: Danio rerio
   - work with Swine
   - work with Horses
   - work with Cattle
   - work with Non-Human Primates (NHP)
   - work with Reptiles
   - work with Wild Life
   - Working With Animals In Biomedical Research - Refresher Course
   - IACUC Member Refresher Case Studies

   - Required for ALL animal researchers
   - Required as applicable for specific projects
d. Conflicts of Interest
   * Required for key personnel paid from PHS funded research awards (NIH, SAMHSA, HRSA, CDC, FDA, ADHRQ)
     i. If required, choose “Yes”.

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<th>Question 4</th>
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<tr>
<td>Would you like to take the Conflicts of Interest course?</td>
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<td>Choose one answer</td>
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<td>☐ Yes</td>
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<td>☐ No</td>
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e. Export Controls
   * Recommended for investigators engaged in research that may or does involve items subject to export controls
     i. If applicable, choose “CITI Export Controls”.

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<th>Question 5</th>
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<tr>
<td>Please make your selection below to receive the CITI US Export Control Regulations course.</td>
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<td>Choose one answer</td>
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<td>☐ CITI Export Controls</td>
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<td>☐ Not at this time</td>
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f. Institutional/Signatory Official
   * Not applicable for most researchers
     i. Choose “Not at this time”.

g. Biosafety/Biosecurity
   * Recommended for investigators engaged in research that may or does involve biosafety issues.

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<th>Question 7</th>
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<tr>
<td>Biosafety/Biosecurity</td>
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<td>Please make your selection(s) below to enroll the Biosafety/Biosecurity Course.</td>
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<td>Choose all that apply</td>
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<tr>
<td>☐ Introduction to Biosafety</td>
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<td>☐ Biosafety Officer Training</td>
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<td>☐ Basic Biosafety Training</td>
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<td>☐ Biosafety Retraining</td>
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<td>☐ Animal Biosafety</td>
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<td>☐ Shipping and Transport of Regulated Biological Materials</td>
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<td>☐ OSHA Bloodborne Pathogens</td>
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<td>☐ Select Agents, Biosecurity and Bioterrorism</td>
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<td>☐ Emergency and Incident Response to Biohazard Spills and Releases</td>
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<td>☐ NIH Recombinant DNA (rDNA) Guidelines</td>
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<td>☐ OSHA Personal Protective Equipment Training</td>
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<td>☐ Human Gene Transfer Trials</td>
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<td>☐ Nanotechnology</td>
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<td>☐ Institutional Biosafety Committee Member</td>
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<td>☐ Dual Use Research of Concern (DURC)</td>
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<td>☐ USDA Permits</td>
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5. Click on “Complete Registration” to begin your training modules.
If you have any questions regarding CITI training please contact Mandy King (mlking@siu.edu, 453-4530).