

# **Instructions for How to Complete UMC CITI Training**

The UMC IRB requires a valid **CITI Completion Certificate for Biomedical Research – Basic Course**.

The University Medical Center Institutional Review Board has partnered with the Collaborative Institutional Training Initiative (CITI) Web-based Training Program to offer a course in Human Subjects Research Education. The UMC IRB requires that any Investigator, Resident, Research Administrator, Clinical Research Administrator, or other personnel listed on the protocol to complete this course in order to be able to participate in the research.

There is no requirement for CITI with quality improvement, practice improvement, or evidence-based practice projects.

Please follow the instructions below:



# Intranet

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### Healthy Living Institute

### Human Research Protection Program

### Infection Control

### Information Technology

### Medical Staff Services

### Occupational Therapy

### Oncology/Cancer Care

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ing together to make UMC the "Best of Las Vegas" once again this year! As a direct result you provide for our community, UMC has earned a record number of Gold Awards this "Best of Las Vegas." Our community voted and selected UMC as the Gold Award winner including Best Hospital, Best Cardiology ....Click to Read More



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## SCHEDULES AND CONTACTS


Physician On-Call Schedule  
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On-Duty Administrator  
Resident Roster  
Matrix: Hospitalist / Managed Care Lab  
UNLV SOM Resident Privileges


Go to UMC intranet  
and under  
**Departments** – select  
**Human Research**  
**Protection Program.**

Under Research & Education – select Institutional Review Board.

 UMC MYCHART LOGIN

 CONTACT



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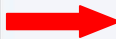
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Human Research Protection

 Institutional Review Board

Clinical Trials Office


The Human Research Protection Program (HRPP) consists of the Institutional Review Board (IRB) and the Clinical Trials Office (CTO). The **mission** of University Medical Center of Southern Nevada's HRPP is to protect the rights, dignity and welfare of human subjects who participate in the research programs at UMCSN. Specifically, the HRPP has authority over all human subjects research conducted using any property, personnel or facility of UMCSN and under the direction of any employee, student or agent of UMCSN. This authority extends to University Medical Center of Southern Nevada employees, University Nevada, Las Vegas School of Medicine (UNLV SOM) residents, privileged physicians, and contracted physicians, who must submit human subjects research to the HRPP.


The HRPP supports UMCSN's dedication to excellence in research by promoting the ethical principles of respect for persons, beneficence and justice described in The Belmont Report.


Human subjects research conducted at UMCSN requires the review of both the IRB and the CTO. The IRB reviews research submission to ensure the rights, welfare, and the safety of human subjects are protected. The CTO reviews research submissions to ensure UMC research costs are covered in accordance with regulatory and research billing compliance mandates.


**Investigators play a crucial role in protecting the rights and welfare of human subjects and are responsible for carrying out sound ethical research consistent with the research plan.** Before beginning any human subjects research, investigators are responsible for obtaining IRB approval and CTO institutional approval. Investigators must follow the UMCSN IRB policies and procedures for IRB review and are responsible for ongoing requirements in the conduct of approved research.

Under **Institutional Review Board** –  
select **Training and Education**.

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The protection of human research subjects at University Medical Center of Southern Nevada is a shared responsibility, with the institution, Clinical Trials Office, researchers, the IRB committee, and the IRB office working together toward this common goal.

**Mission**

The mission of the University Medical Center of Southern Nevada (UMC) Institutional Review Board (IRB) is to protect the rights and welfare of human subjects in research.

The IRB examines the plans set forth by the investigator by considering five generally accepted ethical norms:

- Good Research Design
- Competent Investigators
- Favorable Balance of Risk and Benefit
- Informed Consent of the Subject
- Suitable Selection of Subjects

The actions of the UMC IRB conform to all other applicable federal, state and local laws and regulations regarding the rights, welfare and the safety of human subjects.

**Goals**

To accomplish our mission, we strive to:

- Assure all activities related to human-subject research will be guided by the following ethical principles: respect for persons, beneficence and justice.
- Guarantee that the risks to subjects are reasonable in relation to anticipated benefits.
- Continue appropriate ethical conduct and regulatory compliance.
- Ensure that protocols receive timely continuing IRB review and approval.
- Build relationships with our community and researchers.
- Provide accurate and timely information.



Follow the instructions on this page. Read this page carefully to determine what training is required. The link to the CITI Website is provided. If you have questions about required training, contact the IRB office at (702) 383-7336.

The screenshot shows the University Medical Center (UMC) website. At the top is a dark blue header with 'UMC MYCHART LOGIN', 'CONTACT', and the 'UMC UNIVERSITY MEDICAL CENTER' logo. Below this is a navigation bar with links: 'UMC LOCATIONS', 'MEDICAL SERVICES', 'PATIENTS & VISITORS', 'EMPLOYEES & PHYSICIANS', and 'FOUNDATION & COMMUNITY SUPPORT'. A breadcrumb trail reads: 'HOME > EMPLOYEES & PHYSICIANS > RESEARCH & EDUCATION > INSTITUTIONAL REVIEW BOARD > TRAINING AND EDUCATION'. On the left, a light blue sidebar contains three links: 'HUMAN RESEARCH PROTECTION', 'INSTITUTIONAL REVIEW BOARD', and 'CLINICAL TRIALS OFFICE'. A red arrow points from the 'INSTITUTIONAL REVIEW BOARD' link to the 'Training Requirement' section. The 'Training Requirement' section states that all research personnel must complete the CITI program at <http://www.citiprogram.org/>. Below this, it lists CITI modules: Biomedical Research Group, Social/Behavioral Research Group, and a section for UMCSN (CITI) Human Subjects Research Education Course. A second red arrow points from the 'CITI Website' link in the list to the text 'CITI Website'.

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HOME > EMPLOYEES & PHYSICIANS > RESEARCH & EDUCATION > INSTITUTIONAL REVIEW BOARD > TRAINING AND EDUCATION

**HUMAN RESEARCH PROTECTION**

**INSTITUTIONAL REVIEW BOARD**

**CLINICAL TRIALS OFFICE**

**What Training Is Required?**

All employees, faculty, staff, students, privileged physicians and/or contracted physician of University Medical Center of Southern Nevada engaged in the conduct of human subject research must have reviewed and be familiar with the principles of *The Belmont Report: Ethical Principles and Guidelines for the Protection of Human Subjects of Research*, along with applicable federal and state laws and institutional policies regarding Human Subjects Research.

**Training Requirement:**

Prior to submitting research protocols for review and approval by the UMC IRB, all research personnel listed on a UMC IRB submission, regardless of their position, must complete the web-based Collaborative IRB Training Initiative (CITI) Program in the Protection of Human Subjects in Research available at <http://www.citiprogram.org/> or have documented research experience on their CV. Please note that documented research experience will be accepted on a case-by-case basis.

To satisfy the education requirement, investigators and members of their research team must complete and pass one of the following series of CITI modules:

- Biomedical Research Group (includes the Good Clinical Practices (GCP) and Human Subjects Protections (HSP) modules), and /or
- Social/Behavioral Research Group

**Instructions for UMCSN (CITI) Human Subjects Research Education Course**

Training websites:

- [CITI Website](#)
- [NIH: Protecting Human Research Participants](#)
- [Public Responsibility in Medicine and Research \(PRIM&R\)](#)
- [Society of Clinical Research Associates \(SOCRA\)](#)

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New Course - Advanced Research Administration

## The Trusted Standard in Research, Ethics, Compliance, and Safety Training

The Collaborative Institutional Training Initiative (CITI Program) is dedicated to serving the training needs of colleges and universities, healthcare institutions, technology and research organizations, and governmental agencies, as they foster integrity and professional advancement of their learners.


[Demo a Course](#)[Benefits for Organizations](#)

Celebrating 24 Years of Serving  
Education and Science  
Communities



Visit [CITI Program](#) to register for online training. Once there, simply click on **Register.**

From **Select Your Organizational Affiliation**, select **University Medical Center of Southern Nevada**.


English ▾

[LOG IN](#) [LOG IN THROUGH MY ORGANIZATION](#) [REGISTER](#)

**i** Our help desk phone line is temporarily unavailable. For assistance, please visit our [Support Center](#) or email us at [support@citiprogram.org](mailto:support@citiprogram.org).

CITI - Learner Registration

Steps: **1** 2 3 4



Select Your Organization Affiliation

This option is for persons affiliated with a CITI Program subscriber organization.

Independent Learner Registration

Use this option if you are paying for your courses. This option is for persons not affiliated with a CITI Program subscriber organization, or who require content that their organization does not provide. Fees apply. Credit card payment with American Express, Discover, MasterCard or Visa is required. Checks are not accepted.

New to the CITI Program? Read the [getting started guide](#) or watch the [getting started video](#).

[Need Help Logging In? Chat With Us](#)  
[Status Page](#)



Complete the remaining registration questions. Select **Basic Human Subjects - Biomedical & Social & Behavioral Focus.**

Office Phone \*

Which course do you plan to take? \*

Basic Human subjects - Biomedical Basic H

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Basic Human subjects - Biomedical Basic Human subjects - Biomedical

**Basic Human Subjects - Biomedical & Social & Behavioral Focus**

Basic Human Subjects - Social & Behavioral Focus

Biosafety / Biosecurity

Good Clinical Practice

Health Information Privacy and Security (HIPS)

Laboratory Animal Welfare

Other

Refresher Course - Biomedical Research

Refresher Course - Social and Behavioral Research

Responsible Conduct of Research

SUPPORT

[Chat with us](#)

[support@citiiprogram.org](mailto:support@citiiprogram.org)

888.529.5929

(M - F ; 9:00 a.m. - 7:00 p.m. ET)

[Support Center](#)

[Status Page](#)

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## Select Curriculum

University Medical Center of Southern Nevada

[View instructions page.](#)

### Question 1

#### Human Subjects Research

Select the group appropriate to your research activities

This question is required. Choose one answer.



Group 1: Biomedical Research



Group 2: Social/Behavioral Research Course

Select **Biomedical**  
**Research Group**

Click on **Start Now** to start your course. You only need to complete the courses in the curriculum assigned to you:

1. Biomedical Research – Basic Course
2. Good Clinical Practice (GCP) – *not required by UMC IRB, only if required by study sponsor*

## University Medical Center of Southern Nevada

### Active Courses

[Learner Tools](#)

You have no active courses for this Institution.

### Courses Ready to Begin


[Learner Tools](#)


University Medical Center of Southern Nevada

Biomedical Research

Stage 1 - Basic Course

0 / 17 modules completed

[Not Earned](#) 



Start Now

### Completed Courses

[Learner Tools](#)

You have not recently completed any courses for this Institution. Full records of past completions are available in [Records](#).



My Courses

My Records

My CEs

Support



English ▾

## Biomedical Research

University Medical Center of Southern Nevada

### INSTRUCTIONS

- Complete all 17 required modules
- Achieve an average score of at least 80% on all quizzes associated with this course's module requirements

### PROGRESS

0 / 17  
modules  
complete

### SCORE

0%

You have unfinished required or elective modules remaining.

Complete all the modules. Once you have completed all the modules, you will be prompted to print out a copy of your certification for your own records.

To ensure that you have registered with the appropriate institution and have completed all the required modules, please email [Robert.Bimbi@umcsn.com](mailto:Robert.Bimbi@umcsn.com) after you have completed the course.

The screenshot shows the CITI PROGRAM interface for the Biomedical Research course. The header includes the CITI PROGRAM logo, navigation links (My Courses, My Records, My CEs, Support), a search icon, a moon icon, and a language dropdown set to English. The main content area has a blue background with the course title 'Biomedical Research' and the institution 'University Medical Center of Southern Nevada'. Below this, there are three sections: INSTRUCTIONS, PROGRESS, and SCORE. A red arrow points to the INSTRUCTIONS section, which lists two requirements: completing all 17 required modules and achieving an average score of at least 80% on all quizzes. The PROGRESS section shows a circular progress indicator with '0 / 17 modules complete'. The SCORE section shows a circular progress indicator with '0%'. At the bottom, a message states 'You have unfinished required or elective modules remaining.'

**CITI PROGRAM**

My Courses My Records My CEs Support

English ▾

## Biomedical Research

University Medical Center of Southern Nevada

**INSTRUCTIONS**

- Complete all 17 required modules
- Achieve an average score of at least 80% on all quizzes associated with this course's module requirements

**PROGRESS**

0 / 17 modules complete

**SCORE**

0%

You have unfinished required or elective modules remaining.