

Collaborative Institutional Training Initiative at the University of Miami

Adding the required IRB Training Course in CITI



NOVA SOUTHEASTERN UNIVERSITY Institutional Review Board

• Login to your CITI account using your username and password.



NOVA SOUTHEASTERN UNIVERSITY Institutional Review Board • Under the heading "My Learner Tools for Nova Southeastern University" please click on "Add a Course".

| - Nova Southeastern University Courses | | | |
|--|-------------|-------------------|----------|
| Ourse | 🕑 Status | Completion Report | 😡 Survey |
| 21. THE INSTITUTIONAL REVIEW BOARD (IRB) | Not Started | Not Earned | |
| My Learner Tools for Nova Southeastern University Add a Course Remove a Course View Previously Completed Coursework Update Institution Profile View Instructions page Remove Affiliation | | | |
| Click here to affiliate with another institution | | | |
| Affiliate as an Independent Learner | | | |



- Select "Yes" to the question 'Is this the first time doing the CITI Program as a member of the NSU Community?'
- Click the **Next** button.

| Select Curriculum - Nova Southeastern University (543) |
|--|
| * indicates a required field. |
| |
| ' Is this the first time doing the CITI Program as a member of the NSU community? Thoose one answer |
| Yes |
| ◎ No |
| |



Start Over

Next

- Select 'Human Research (IRB Required Program)'
- Click the "Next" button.

| Select Curriculum - Nova Southeastern University (543) |
|---|
| * indicates a required field. |
| |
| * What area of research are you working? Choose all that apply |
| Human Research (IRB Required Program) |
| Lab Animal |
| Responsible Conduct of Research Gradebook (RCR) |
| CITI Good Clinical Practice (GCP) |
| Conflicts of Interest |
| Health Information Privacy and Security (HIPS) |
| |

Next Start Over



- Select the learner group that corresponds to your academic center
 - **<u>Do not</u>** select 21. The Institutional Review Board, that is for IRB Board members only
- Click "Next"

* Select the group appropriate to your research activities. Choose all that apply

Group 1: Biomedical (HPD) Researchers

Group 2: Social-Behavioral-Educational (Non-HPD) Researchers

Group 3: College Representatives & IRB Office Staff ONLY



- You have now added your CITI course to your main page.
- Select the course and you may begin your CITI training.

Your request has been successfully submitted.

- Nova Southeastern University Courses Ompletion Report Ourse Status Survey 20. College of Natural Sciences and Oceanography Not Started Not Earned 21. THE INSTITUTIONAL REVIEW BOARD (IRB) Not Started Not Earned – My Learner Tools for Nova Southeastern University -Add a Course Remove a Course View Previously Completed Coursework Update Institution Profile View Instructions page Remove Affiliation Click here to affiliate with another institution Affiliate as an Independent Learner



Questions???

If you have any further questions regarding adding a CITI training course please contact the IRB Assistant Director:

> Crystal Bass, M.S., CIP 954-262-5376 <u>cb1691@nova.edu</u>

