

How do I Enroll in a CITI Basic Course for the First Time?

Go to www.citiprogram.org

From the Home Page, select "Register" under "Create an account".



USA - English Text Size: A A Log In | Register | Help

CITI PROGRAM Collaborative Institutional Training Initiative at the University of Miami

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Over 5.8 million CITI Program courses have been completed since 2000

Username

Password
 [Log In](#)

[Forgot Username or Password?](#)

Create an account
[Register](#)

Access requires registration as an affiliate of a subscribing CITI institution or as an unaffiliated learner.

CITI Program Announcements

- Post-Approval Monitoring (PAM) Course Now Available
- CITI Program Recognized by TransCelerate BioPharma (February 2014)
- Online Registration for Independent Learners (February 2014)
- Extended Support Hours and Other Notable Updates (January 2014)
- Continuing Nursing Education (CNE) Availability (December 2013)

Help & Support

- How do I register?
- Merge duplicate accounts
- I forgot my Username or Password
- More...

Complete registration steps 1-7.

1. Select your Organization – type in "University of California, Davis", and then select "Continue to Step 2".

CITI - Learner Registration

Steps: **1** 2 3 4 5 6 7

You must make a selection below.

Select Your Organization Affiliation

Search for organization: Enter full or partial name

University of California, Davis [Can't find your institution? It may use Single Sign On. Check here.](#)

Drop-down lists have been replaced by this single search box. To find your organization, enter its name in the box above, then pick from the list of choices provided. If the selection is correct, click the "Continue to Step 2" button immediately below. To clear your selection and try again, click the "Search Again" button.

[Continue to Step 2](#) [Search Again](#)

2. Personal Information – Complete all required fields.

CITI - Learner Registration - University of California, Davis

Steps: 1 **2** 3 4 5 6 7

Personal Information

* indicates a required field.

* First Name * Last Name

* Email Address * Verify email address

We urge you to provide a second email address, if you have one, in case messages are blocked or you lose the ability to access the first one. If you forget your username or password, you can recover that information using either email address.

Secondary email address Verify secondary email address

[Continue to Step 3](#)

3. Create your username and password – Complete all required fields.

CITI - Learner Registration - University of California, Davis

Steps: 1 2 **3** 4 5 6 7

Create your Username and Password

* indicates a required field.

Your username should consist of 4 to 50 characters. Your username is not case sensitive: "A12B34CD" is the same as "a12b34cd". Once created, your username will be part of the completion report.

* User Name

Your password should consist of 8 to 50 characters. Your password IS case sensitive; "A12B34CD" is not the same as "a12b34cd".

* Password * Verify Password

Please choose a security question and provide an answer that you will remember. **NOTE: If you forget your login information, you will have to provide this answer to the security question in order to access your account.**

* Security Question

* Security Answer

[Continue to Step 4](#)

4. Gender, Ethnicity and Race – Complete each required section.

CITI - Learner Registration - University of California, Davis

Steps: 1 2 3 4 5 6 7

Gender, Ethnicity and Race

Why does CITI Program ask about your gender, race and ethnicity? 

Why does CITI Program use these categories? 

Why does CITI Program ask about your gender? 

* indicates a required field.

* Your Gender Is:

- Male
- Female
- I would rather not disclose

* Your Ethnicity Is: (You may choose only one)

- Hispanic or Latino 
- Not Hispanic or Latino
- I would rather not disclose

* Your Race Is: (You may choose more than one)

- American Indian or Alaska Native 
- Black or African American 
- Asian 
- Native Hawaiian or Other Pacific Islander 
- White 
- I would rather not disclose

Continue to Step 5

5. Continuing Education – Answer all required fields.

CITI - Learner Registration - University of California, Davis

Steps: 1 2 3 4 **5** 6 7

* indicates a required field.

* Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?

CITI is pleased to offer CE credits and units for purchase to learners qualifying for CE eligibility while concurrently meeting their institutions training requirements.

CE credits/units for physicians, psychologists, nurses, social workers and other professions allowed to use AMA PRA Category 1 credits for re-certification are available for most CITI courses – please see "Course List" link under the "CE Credits" tab on login page for details.

Please register your interest for CE credits below by checking the "YES" or "NO" dots, and, when applicable, types of credits you wish to earn at bottom of page. Please read texts entered for each option carefully.

Yes

At the start of your course, you will be prompted to click on a "CE Information" page link located at the top of your grade book and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives, faculty disclosures, types, number and costs of credits available for your course.

Yes

No

The CE functionality will not be activated for your course. Credits and units will therefore not be available to you for purchase after you start your course. You can change your preference to "YES" before such time however by clicking on the "CE Credit Status" tab located at the top of your grad book page.

No

If you picked "YES", please check below the one type of credit you would like to earn

- MDs, DOs, PAs - AMA PRA Category 1 Credits TM
- Nurses – ANCC CNE
- Other Participants – Certificates of Participation
- Psychologists – APA Credits
- Social Workers – Florida Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling

* Can CITI Program contact you at a later date regarding participation in research surveys?

- Yes
- No
- Not sure. Ask me later

Continue to Step 6

6. Please provide the following information requested by UC Davis – Complete all required fields.

CITI - Learner Registration - University of California, Davis

Steps: 1 2 3 4 5 6 7

Please provide the following information requested by University of California, Davis

* indicates a required field.

Language Preference

* Institutional email address

* Gender

* Highest degree

Employee Number

* Department

* What is your role in research?

Address Field 1

Address Field 2

Address Field 3

City

State

Zip/Postal Code

Country

* Office Phone

Home Phone

Continue to Step 7

7. Select Curriculum – You must provide an answer for each question. For Question 1, Select the course that you wish to complete (Either Group 1, “Basic course for Biomedical Researchers and Staff”, or Group 2, “Basic course for Social & Behavioral Researchers and Staff” will satisfy the requirement for the RACS program). Note – You must first complete one of the courses in Question 1 in order to take a “refresher” course.

Select Curriculum

* indicates a required field.

You will be provided a series of enrollment questions. Your responses will determine the curriculum for the courses you are going to take. Please read the questions carefully. Please read the responses carefully to make the best choice. Click [here](#) to review the University of California, Davis instructions page.

Question 1

There are currently 6 different groups defined in the CITI course, which include:

1. Biomedical Researchers and staff
2. Social & Behavioral Researchers and staff
3. Biomedical IRB Members
4. Social & Behavioral IRB Members
5. IRB Administration staff
6. Community-Based American Indian Researchers

The majority of individuals working on an interventional human research studies or with medical record data will choose the first group, “Biomedical Researchers and staff”. Individuals working with only surveys and qualitative research including psychology, education and communication, and would choose the “Social and Behavioral Researchers and staff” group. Individuals serving on IRB committees or IRB staff choose groups 3-5. Please select the group which best applies to your research. If you conduct both social/behavioral and biomedical research, please choose Group 1.

If you are conducting community based research with American Indians you should complete the Group 6 course.

Choose one answer

- Group 1: I would like to complete the Basic course for Biomedical Researchers and staff
- Group 2: I would like to complete the Basic course for Social & Behavioral Researchers and staff
- Group 3: I would like to complete the Basic course for Biomedical IRB Members
- Group 4: I would like to complete the Basic course for Social & Behavioral IRB Members
- Group 5: I would like to complete the Basic course for IRB Administration staff
- Group 6: CITI Course for Community-Based American Indian Researchers.
- I have already completed the basic course and need to enroll in a refresher course.

Question 2

Choose a refresher course only after you have completed the basic course above. Refresher courses are required 3 years after you completed the basic course.

Choose one answer

- Group 1: I would like to complete the REFRESHER course for Biomedical Researchers and staff
- Group 2: I would like to complete the REFRESHER course for Social & Behavioral Researchers and staff
- Group 3: I would like to complete the REFRESHER course for Biomedical IRB Members
- Group 4: I would like to complete the REFRESHER course for Social & Behavioral IRB Members
- Group 5: I would like to complete the REFRESHER course for IRB Administration staff
- I have not previously completed an approved Basic Course.

* Question 3

Good Clinical Practice Course :

This course is required by the UC Davis IRB for research personnel involved in clinical trials

Choose one answer

- Yes, I would like to enroll in the GCP course.
- No, I do not want to enroll in the GCP Course.

Question 4

Please select the group below if you need to take the course in French.

Choose all that apply

- Collaborators from French-speaking institutes

Question 5

Responsible Conduct of Research

Please make your selection below to receive the courses in the Responsible Conduct of Research.

Choose one answer

- Biomedical Responsible Conduct of Research Course
- Social and Behavioral Responsible Conduct of Research Course
- Physical Science Responsible Conduct of Research Course
- Humanities Responsible Conduct of Research Course
- Responsible Conduct of Research for Engineers
- Responsible Conduct of Research for Administrators
- Not at this time.

[Complete Registration](#)

Select your course to get started



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Main Menu

 **Your registration has been completed successfully.**

University of California, Davis Courses			
Course	Status	Completion Report	Survey
Biomedical Researchers and staff	Not Started	Not Earned	

My Learner Tools for University of California, Davis

- [Add a Course or Update Learner Groups](#)
- [View Previously Completed Coursework](#)
- [Update Institution Profile](#)
- [View Instructions page](#)
- [Remove Affiliation](#)

[Click here to affiliate with another institution](#)



You must complete each individual module to move onto the next. There is a short quiz at the end of each module. These modules can be completed over a period of time and at your own pace. Before beginning the first module, you must complete the “Integrity Assurance Statement”.

Biomedical Researchers and staff - Basic Course	
<p>To pass this course you must:</p> <ul style="list-style-type: none"> • Complete all 13 required modules • Achieve an average score of 80% on all quizzes <p>You have unfinished modules remaining</p> <p>Complete The Integrity Assurance Statement before beginning the course</p>	<p>Your Current Score</p> <p>0%</p>

Required Modules		
	Date Completed	Score
Belmont Report and CITI Course Introduction (ID: 1127)	Incomplete	0/0 (0%)
Basic Institutional Review Board (IRB) Regulations and Review Process (ID: 2)	Incomplete	0/0 (0%)
Informed Consent (ID: 3)	Incomplete	0/0 (0%)
Social and Behavioral Research (SBR) for Biomedical Researchers (ID: 4)	Incomplete	0/0 (0%)
Records-Based Research (ID: 5)	Incomplete	0/0 (0%)
Genetic Research in Human Populations (ID: 6)	Incomplete	0/0 (0%)
Research With Protected Populations - Vulnerable Subjects: An Overview (ID: 7)	Incomplete	0/0 (0%)
Vulnerable Subjects - Research Involving Children (ID: 9)	Incomplete	0/0 (0%)
Vulnerable Subjects - Research Involving Pregnant Women, Human Fetuses, and Neonates (ID: 10)	Incomplete	0/0 (0%)
FDA-Regulated Research (ID: 12)	Incomplete	0/0 (0%)
Research and HIPAA Privacy Protections (ID: 14)	Incomplete	0/0 (0%)
Conflicts of Interest in Research Involving Human Subjects (ID: 488)	Incomplete	0/0 (0%)
University of California, Davis (ID: 751)	Incomplete	0/0 (0%)

Optional Modules		
	Date Completed	Score
NOTE: Optional modules are provided for general interest only. You DO NOT receive credit for completing these modules		
History and Ethics of Human Subjects Research (ID: 498)	Incomplete	0/0 (0%)
Vulnerable Subjects - Research Involving Prisoners (ID: 8)	Incomplete	0/0 (0%)
Avoiding Group Harms - U.S. Research Perspectives (ID: 14080)	Incomplete	0/0 (0%)
I Have Agreed to be an IRB Community Member. Now What? (ID: 13018)	Incomplete	0/0 (0%)

Frequently Asked Questions

How long will it take to complete the CITI training?

On average you will spend approximately 4 hours in the Basic Course site. There is a quiz after each CITI module. The modules do not all have to be completed at one time. You can work your way through this course at your own pace.

How do I access the quiz for the module?

The links to the quizzes are at the bottom of each module in the footer of the page. Determine which course you are required to complete. You may access the quiz by logging onto the site and going to the "Learners Menu". Once you are at the "Learners Menu", click on either the Basic Course or the Refresher Course (when re-certifying) to access your Grade Book. There are links in the Grade Book to provide you access to all the Modules available.

What is a passing score?

All UC Davis research personnel must score 80% or above to receive a passing score. You can re-enter and re-take the quizzes at any time. Once a course is passed the status of the course will show a "Print" option. If you have completed all the modules but your course status states "Not Passed", you most likely have not met the grade requirement.

Will I receive a certificate of course completion?

Upon course completion, you are issued a Completion Report which is available to print from your "Learner Menu". After completing a course, your "Learner Menu" will display an option to "Print" under "Status" for the course. If you do not see the course on your "Learner Menu", click on "Previous Coursework Completed" link to access older course completion reports.

What if I have questions about the training, such as how long does it take to complete the modules or how do I change my password?

CITI has a section for Frequently Asked Question specific to the tutorial. You may access this section at this link: <https://www.citiprogram.org/citidocuments/faq.htm>