



Office of the Human Research Protection Program

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CITI REFRESHER COURSE, EDUCATION AND TRAINING, AND REQUIRED USE OF REVISED BIOMEDICAL RESEARCH INFORMED CONSENT TEMPLATES

Date: 2012-01-27

CITI Training: Initial and Refresher Courses

Initial Training: As a reminder, all key research personnel are required to complete CITI training prior to IRB approval of a new or continuing review application. To find out more information about the training and/or a definition of "key personnel" click [here](#). To register for CITI training, follow the link to the [CITI website](#).

Refresher Course: Key Research Personnel must renew their CITI training **every 3 years**. You will receive an email notice from CITI 30 days prior to the expiration date for your course. You may also log on to the [CITI website](#) to see when you are due to take your refresher course. The refresher course consists of preselected refresher modules or a combination of preselected and elective modules which may be completed up to 90 days prior to the expiration date of your current CITI training. Click [here](#) for additional information.

2012 Education and Training Schedule

Noontime Education Series and Learn at Lunch

The first six months of the 2012 schedules for the Noontime Education Series and Learn at Lunch are now available. For the schedule, how to register, and additional information please refer to the [OHRPP Education and Training](#) website.

webIRB Training Sessions

The 2012 schedule for basic and advanced webIRB training sessions is also available. Space is limited, so please RSVP to OHRPPEducation@research.ucla.edu and indicate the session name, your name, your department, and your contact number. For the 2012 schedule and additional information please refer to the [webIRB home page](#).

Required Use of Updated Consent Form Template for Greater than Minimal Risk Biomedical Studies

As indicated on the [OHRPP Home Page](#) and the Consent Templates section of the OHRPP website, as of February 1, 2012, investigators should use the revised consent form template when creating consent forms **for all new studies** involving greater than minimal risk biomedical research. Do not use previous versions of the UCLA consent form templates as they are now outdated. Rather, use the templates on the [OHRPP Consent Form Templates](#) page and refer to the Standards and Sample Language guidance which is located near the bottom of the page.

The updated version of the consent forms are much easier for participants to read and understand.