



Office of the Human Research Protection Program

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DEANS, DIRECTORS, DEPARTMENT CHAIRS AND ADMINISTRATIVE OFFICERS

Date: 2009-03-31

Re: Collaborative Institutional Training Initiative (**CITI**) for Human Subjects Research

Important Notice:

As of March 31, 2009, UCLA will replace the current online training and certification requirements for human subjects research with the nationally-recognized training program known as (**CITI**).

The (**CITI**) Program is used by over 830 participating institutions around the world, and about 80% of the AAHRPP-accredited institutions use (**CITI**) training. UCLA chose (**CITI**) because the content is extensively reviewed, critiqued and updated; the Program meets federal requirements; and certification is transferable to and from other institutions. The (**CITI**) program also provides key personnel the option to complete education modules relevant to their research programs and disciplines.

Beginning September 1, 2009, all **Key Personnel*** on a human subjects research project must complete the online (**CITI**) Training Program prior to approval of a new or continuing IRB application and, as of **September 1, 2009, prior UCLA certification will no longer be valid.**

***Key Personnel** are defined as the Principal Investigator and other investigators and research personnel who are directly involved in conducting research with study participants or who are directly involved with handling private information related to study participants during the course of a research project.

(**CITI**) modules are grouped in the following categories for key personnel who are required to obtain certification:

Biomedical researchers & study staff
Social & behavioral researchers and study staff
Basic scientists
IRB members
OPRS Human Research Protection Program staff
Other University officials and staff

For registration, FAQ's and additional, detailed information on the (**CITI**) program certification requirements: visit the Office for Protection for Research Subjects (OPRS) website at <http://ohrpp.research.ucla.edu/pages/certification>. If you have questions, please contact Michele Carter in the OPRS at mcarter@oprs.ucla.edu or 310 206-7081.

Sincerely,

Roberto Peccei
Vice Chancellor for Research