# CITI Program for Chiang Mai University

A guide for registration and course selection

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# Who can register to CITI Program course ? 1. Staff Subscriptions • Courses • **V** PROGRAM 2. Student

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**View Course** 

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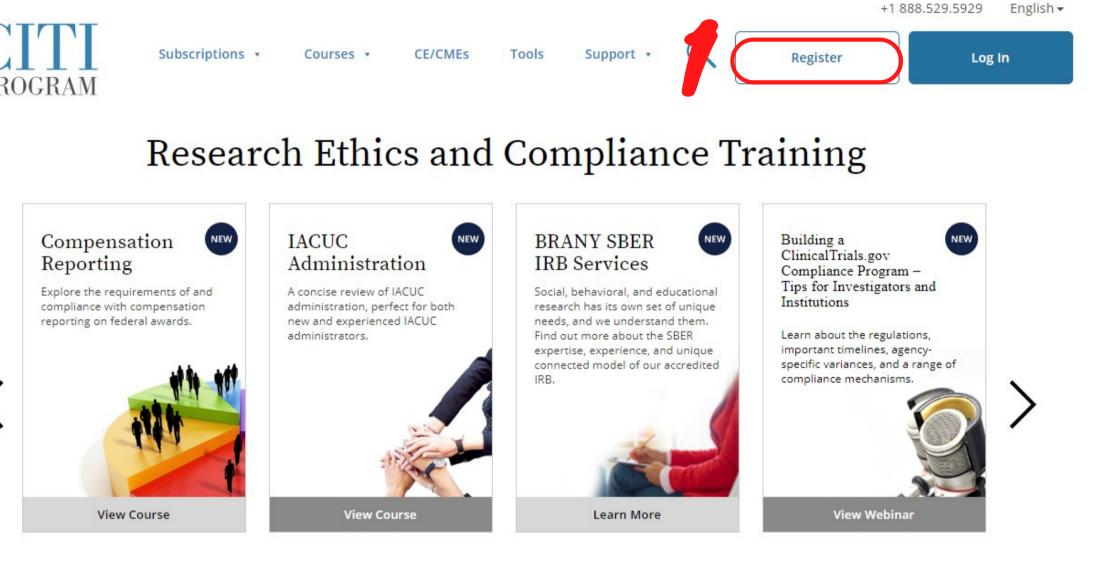
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ACCEPT

## 1.https://about.citiprogram.org/en/homepage

-Click Register





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and measure the effectiveness of communications. By using our Sites, you consent to the use



# Registration 2. Select your Organization Affiliation -Type "Chiang Mai University, Center Research Center " ROGRAM LOG IN LOG IN THROUGH MY ORGANIZATION REGISTER CITI - Learner Registration Steps: 1 2 3 4 5 6 7 Select Your Organization Affiliation This option is for persons affiliated with a CITI Program subscriber organization To find your organization, enter its name in the box below, then pick from the list of choices provided. 9 Chiang Mai University - Central Research Center Chiang Mai University - Central Research Center only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration. □ I AGREE to the Terms of Service and Privacy Policy for accessing CITI Program materials.



LOG IN

LOG IN THROUGH MY INSTITUTION

REGISTER

English \*

CITI Program's Customer Support agents are available Monday through Friday at <u>+1-888-529-5929</u> between 8:30 a.m. - 7:30 p.m. U.S. Eastern time. In the event you have difficulties contacting us by phone, please send an email to <u>support@citiprogram.org</u>.

| CITI - Learner Registration  |
|--|
| Steps: 1 2 3 4 5 6 7   |
| Select Your Organization Affiliation   |
| This option is for persons affiliated with a CITI Program subscriber organization.<br>To find your organization, enter its name in the box below, then pick from the list of choices provided. 🥯 |

English •

3. Check Agreement and affirm affiliation

- Click continue to create your CITI Program Username/Password



REGISTER

English •

- 4. Fill you personal information
  - Click "Continue to Step 3"

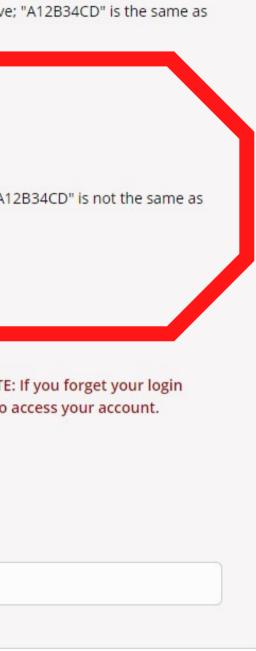
|   |   |   |   |   |   |   |   | CITI - Le | earner R     | egistrati                | on - Facı | ilty of Me | dicine, Chia | ng Mai Univ                      | versity |
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es are blocked or you lose the ability to nat information using either email

5. Create your username and password

- Click "Continue to Step 4"

|   |   |   |   |   |   |   |   |   |                     |           |           | nsist of 4<br>, your use      |           |           |        |        |          |         |            |
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- 7. Filling more information
  - Click "Continue to Step 6"

|   | a interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI courses?   |
|---|--|
|   | eased to offer CE credits and units for purchase to learners qualifying for CE eligibility while concurrently meeting<br>itutions training requirements.   |
| Category<br>module li                                       | s/units for physicians, psychologists, nurses, social workers and other professions allowed to use AMA PRA<br>1 credits for re-certification are available for many CITI courses – with that availability indicated on course and<br>stings. <b>Please register your interest for CE credits below</b> by checking the "YES" or "NO" dots, and, when<br>e, types of credits you wish to earn at bottom of page. Please read texts entered for each option carefully. |
| grade b   | tart of your course, you will be prompted to click on a "CE Information" page link located at the top of your<br>ook and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives,<br>disclosures, types, number and costs of credits available for your course.   |
| Yes   |  |
| No  |  |
| purchas   | functionality will not be activated for your course. Credits and units will therefore not be available to you for<br>se after you start your course. You can change your preference to "YES" before such time however by clicking<br>CE Credit Status" tab located at the top of your grade book page.   |
| ◎ No  |  |
|   |  |
| Yes   |  |
| At the st<br>grade be                                       | tart of your course, you will be prompted to click on a "CE Information" page link located at the top of your<br>ook and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives,<br>disclosures, types, number and costs of credits available for your course.   |
|   |  |
| purchas   | functionality will not be activated for your course. Credits and units will therefore not be available to you for<br>e after you start your course. You can change your preference to "YES" before such time however by clicking<br>CE Credit Status" tab located at the top of your grade book page.  |
|   |  |
| If you pic  | ked "YES", please check below the one type of credit you would like to earn  |
| <ul> <li>Psycho</li> <li>Nurses</li> <li>Other F</li> </ul> | DOs, PAs - AMA PRA Category 1 Credits TM<br>logists – APA Credits<br>: – ANCC CNE<br>Participants – Certificates of Participation<br>Workers – Florida Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling   |
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8. Choose your language preference and fill more personal information

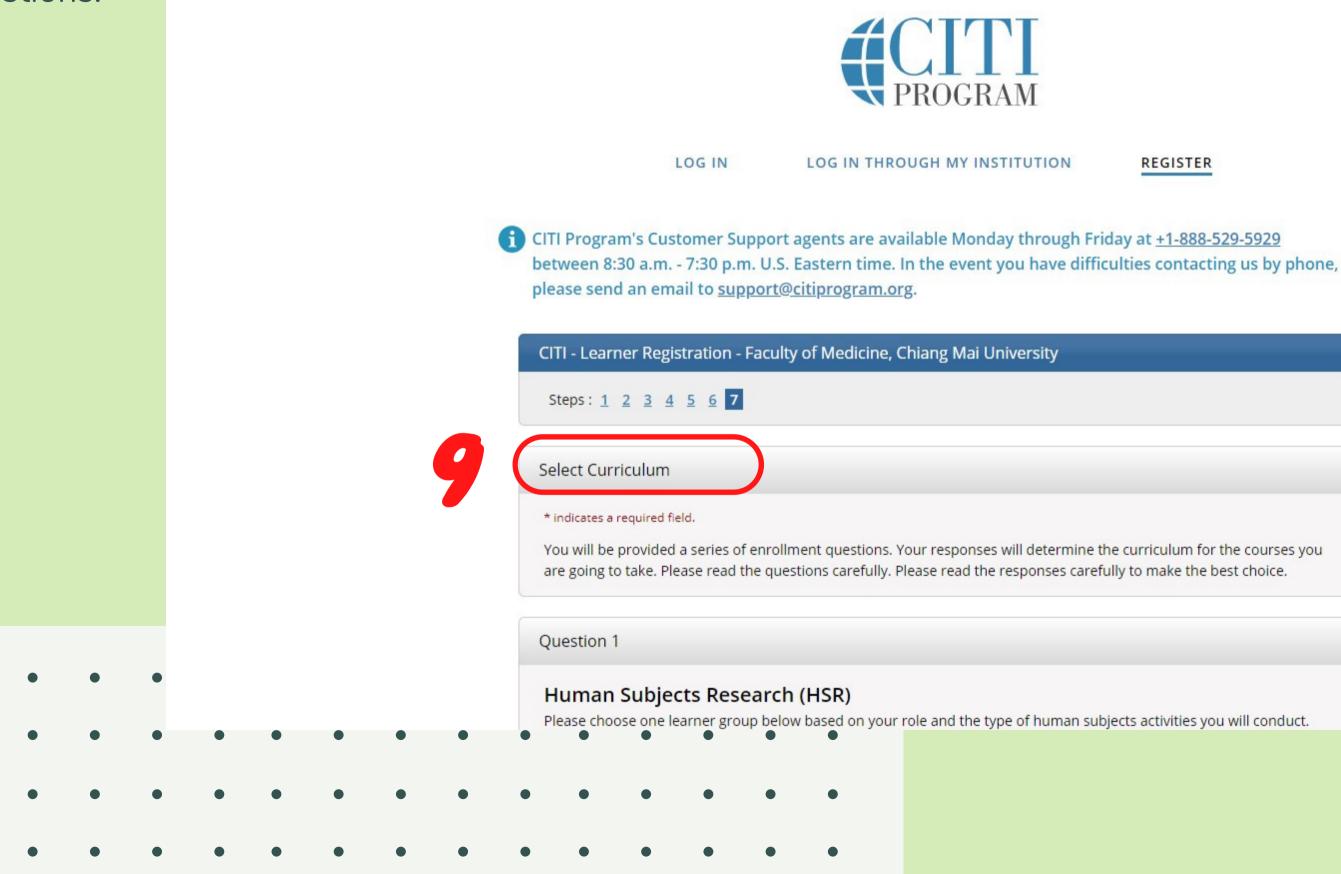
- Click "Continue to Step 7"

|   | CITI - Learner Registration - Faculty of Medicine, Chiang Mai University   |
|---|--|
|   | Steps: 1 2 3 4 5 6 7   |
| 8 | Please provide the following information requested by Faculty of Medici<br>* Indicates a required field.<br>Language Preference<br>English • Lemail Addres<br>Gender |
|   | Highest Degree   Employee Number  * Department   |
|   | * Role In Research   |
|   | Address Field 3  |
|   | City   |
|   | Zip/Postal Code  |
|   | Country  |
|   | Continue To Step 7   |
|   | New to the CITI Program? Read the <u>getting started guide</u> or watch  |

icine, Chiang Mai University

# 9. Select Curriculum by answer the

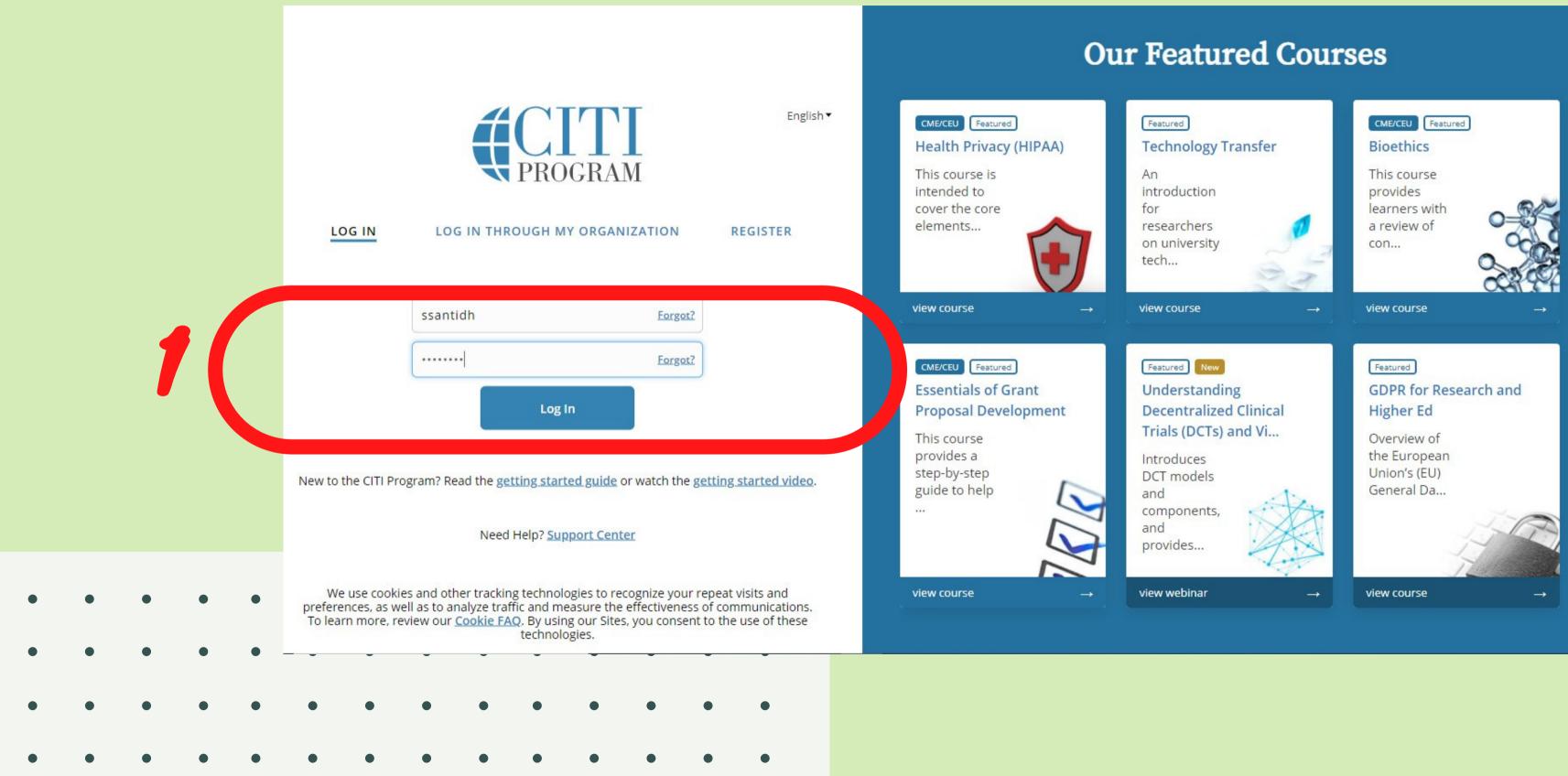
## Questions.



English -

#### REGISTER

Add Affiliation-If you already have Membership ID 1. Login by your username and password Click login



# Add Affiliation-If you already have Membership ID 2.Click Add an affiliation

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to <u>add an affiliation</u>. If you are no longer associated with a listed institution, you may want to <u>remove an affiliation</u>.

Faculty of Medicine, Chiang Mai University

Would you like to affiliate with another Institution?

Would you like to remove an existing affiliation?

## Independent Learner

Register as an independent learner to purchase course content. Before you purchase a course, please make sure you do not already have access to that course through an Institutional affiliation. Please note that refunds are not available for courses purchased as an Independent Learner.

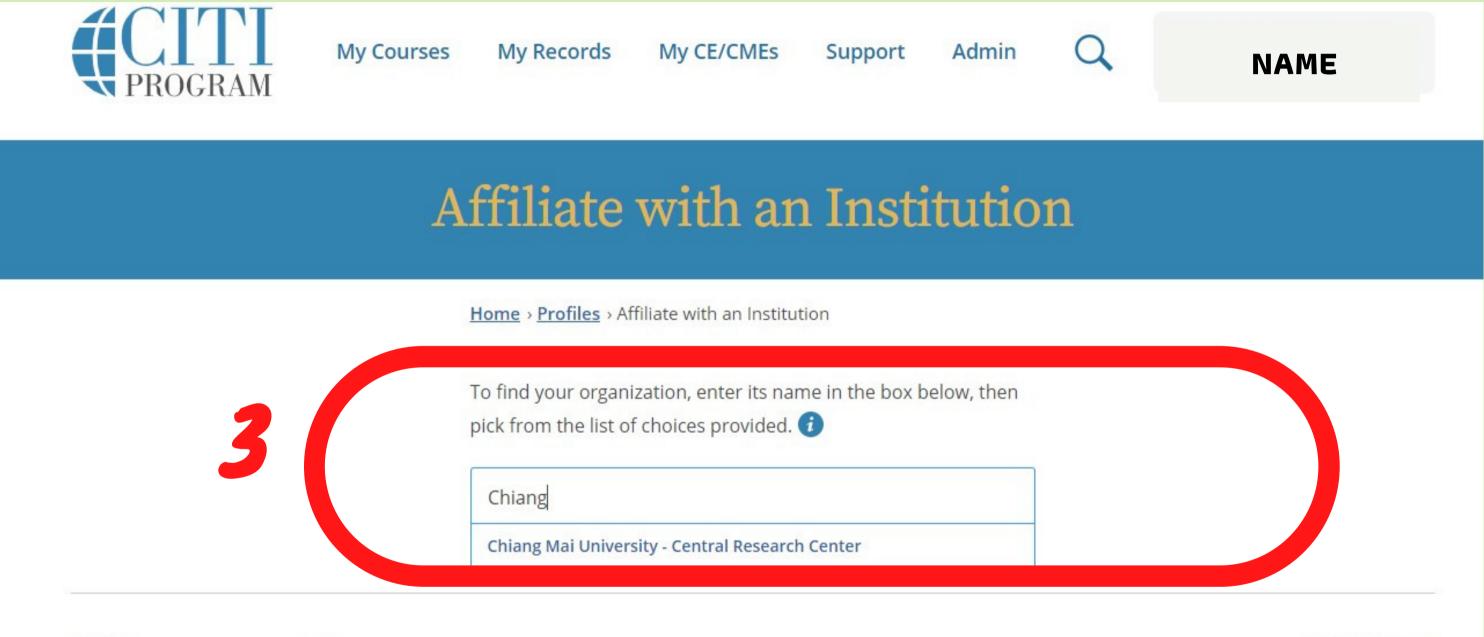
**Register as an Independent Learner** 



Add Affiliation-If you already have Membership ID

3.Select your Organization Affiliation

-Type "Chiang Mai University, Center Research Center "



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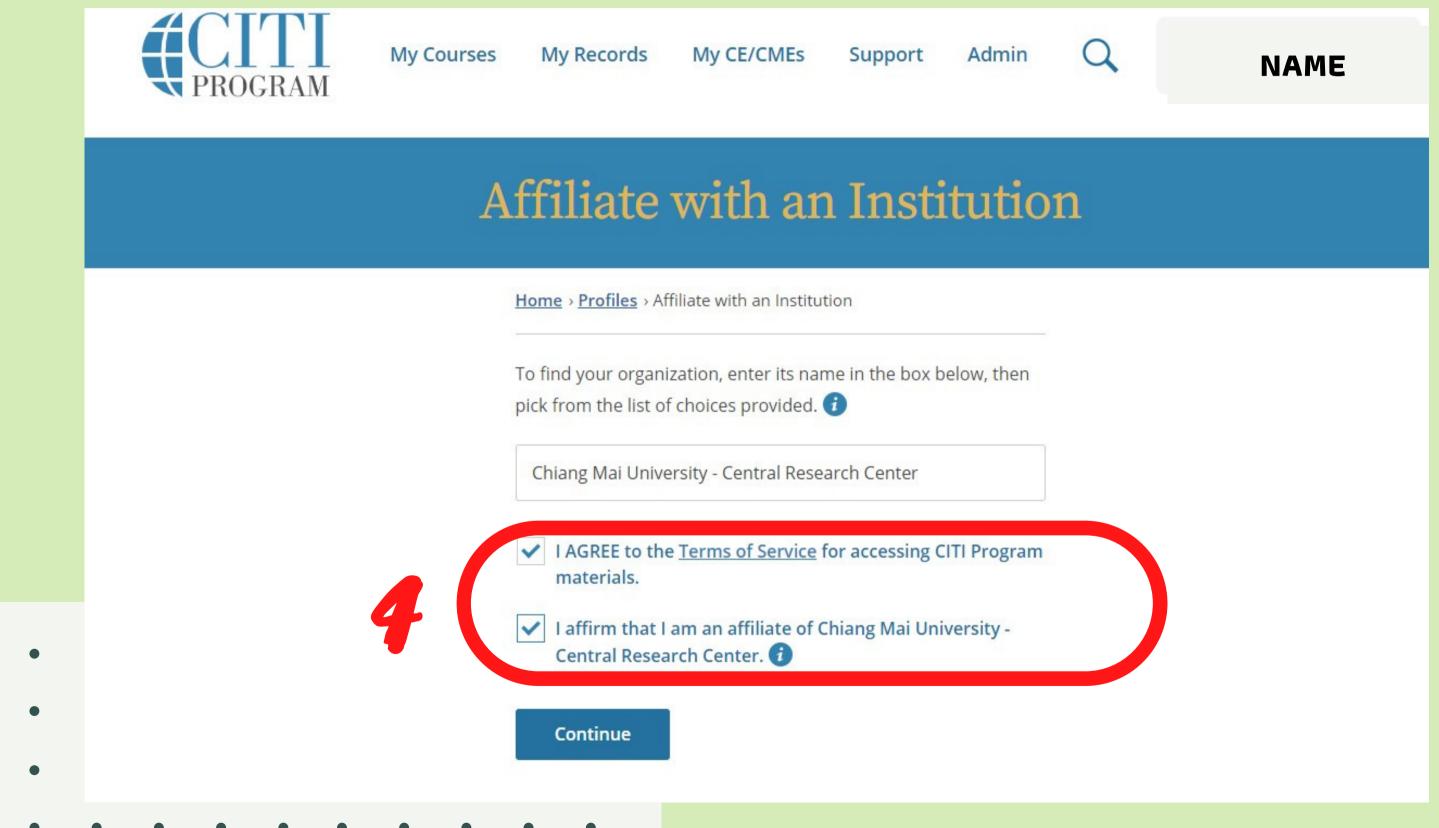
Privacy and Cookie Policy

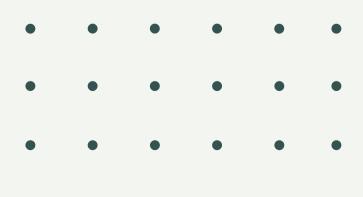
Statement of Security Practices

Copyright



Add Affiliation-If you already have Membership ID 4.Check Agreement and affirm affiliation -Click "Continue" and fill out the form





Add Affiliation-If you already have Membership ID 5. Click "View Courses" for Chiang Mai University -Central Research Center

> Welcome, NAME Add Institutional Affiliation Register as Independent Learner

## **Institutional Courses**

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to add an affiliation. If you are no longer associated with a listed institution, you may want to remove an affiliation.



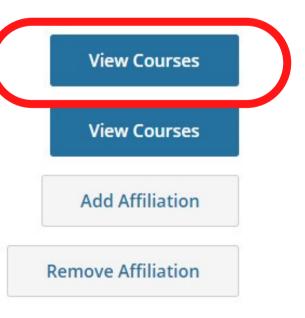
Chiang Mai University - Central Research Center

Faculty of Medicine, Chiang Mai University

Would you like to affiliate with another Institution?

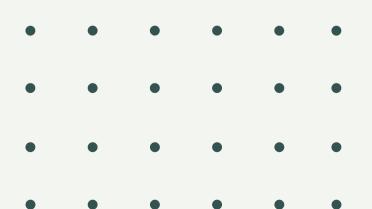
Would you like to remove an existing affiliation?





Add Affiliation-If you already have Membership ID6. Click "Add courses" for Chiang Mai University -Central ResearchCenter and select Curriculum by answer the Questions.

| Show Courses for: | Chiang Mai University - Central Research Center                         | -         | Institution List |
|-------------------|---|-----------|------------------|
| Chi               | ang Mai University - Central<br>Center                                  | Resea     | rch              |
|                   | You are not enrolled in any courses for this inst                       | itution.  |                  |
|                   |   | itution.  |                  |
|                   | Add a Course  |           |                  |
|                   | Add a Course  |           |                  |
| Learner Tools f   | Add a Course<br>for Chiang Mai University - Central Rese                | earch Cen | ter              |
| Learner Tools f   |   | earch Cen | ter              |
| • Add a Course    |   | earch Cen | ter              |
| • Add a Course    | for Chiang Mai University - Central Rese<br><u>Completed Coursework</u> | earch Cen | ter              |



# HOW TO SELECT YOUR COURSE

#### Question 1

#### Human Subjects Research (HSR)

Please choose one learner group below based on your role and the type of human subjects activities you will conduct. You will be enrolled in the Basic Course for that group.

#### Choose one answer

Biomedical Research Investigators: Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Biomedical research with human subjects.

Social & Behavioral Research Investigators: Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Social and Behavioral research with human subjects.

© Research with data or laboratory specimens- ONLY: No direct contact with human subjects.

IRB Members: This Basic Course is appropriate for IRB or Ethics Committee members.

ONOT at this time.

## Course selection

Click answer the question 1-11 to select courses.
 Subjects matching learner groups are shown in Appendix1
 Question 1 for Human Subjects Research (HSR)



Question 2

#### Institutional/Signatory Officials & IRB Chair

Please make your selection below if you wish to be enrolled in the Institutional/Signatory Officials or IRB Chair courses.

Choose all that apply

Institutional/Signatory Officials

IRB Chair

Question 3

#### **Public Health Research**

Please make your selection below if you wish to be enrolled in the Public Health Research course.

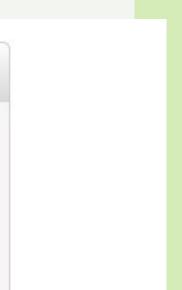
Choose one answer

Public Health Research

ONOT at this time.

## Course selection

4.Question 2 for Institutional/Signatory Officials & IRB Chair.5.Question 3 for Public Health Research





| Question | 4 |
|----------|---|
|          |   |

#### **Revised Common Rule**

Please make your selection below if you wish to be enrolled in the Revised Common Rule course.

Choose one answer

Revised Common Rule

Not at this time.

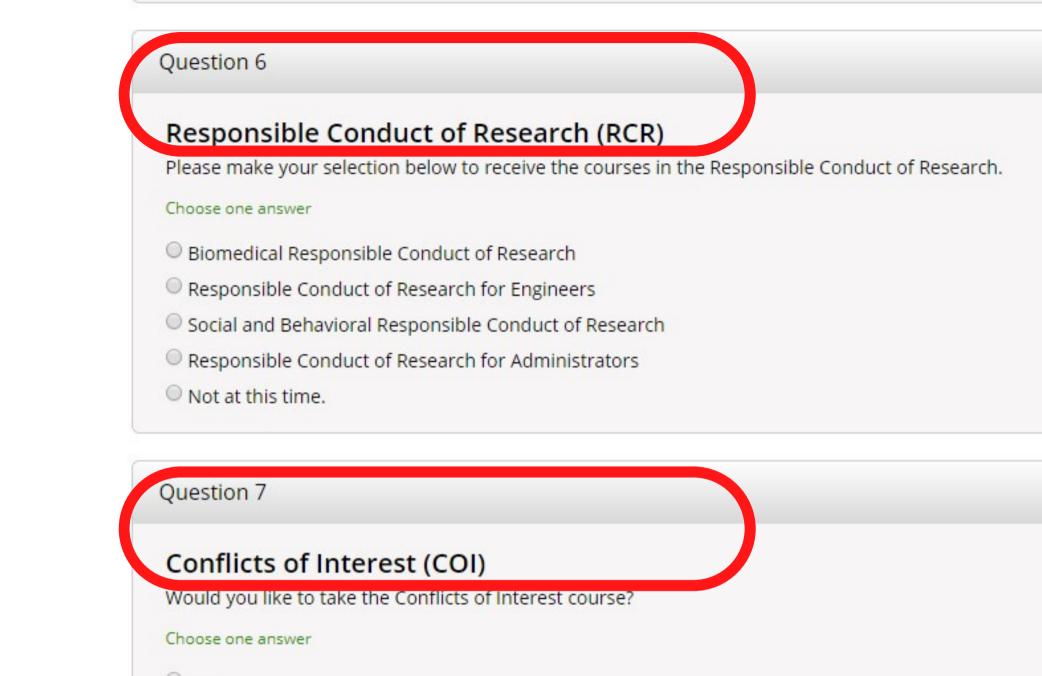
| nformation Privacy Security (IPS) | a second start the Information Daily and Converte (IDC) assures |
|-----------------------------------|---|
|                                   | to complete the Information Privacy Security (IPS) course.      |
| hoose one answer                  |   |
| PIPS for Clinicians               |   |
| IPS for Researchers               |   |
| IPS for Students and Instructors  |   |
| IPS for Fundraisers               |   |
| IPS for Marketers                 |   |

## Course selection

6. Question 4 for Revised Common Rules

7. Question 5 for Information Privacy Security (IPS)



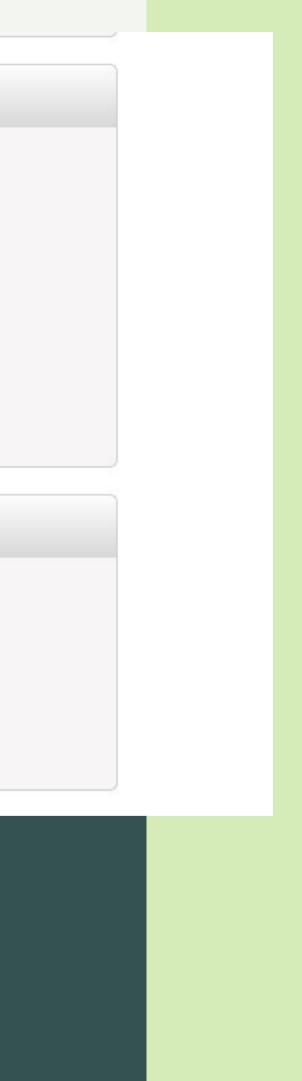


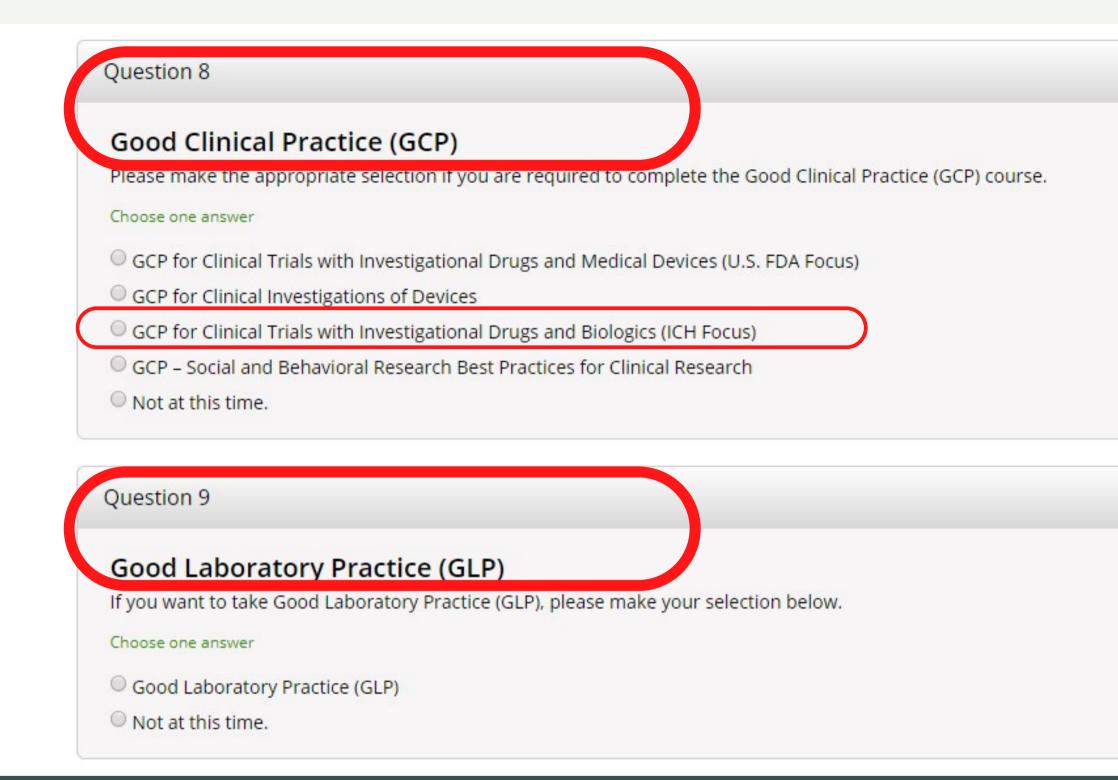
O Yes

○ No

### Course selection

- 8. Question 6 for Responsible Conduct of Research (RCR)
- 9. Question 7 for Conflict of Interest (COI)



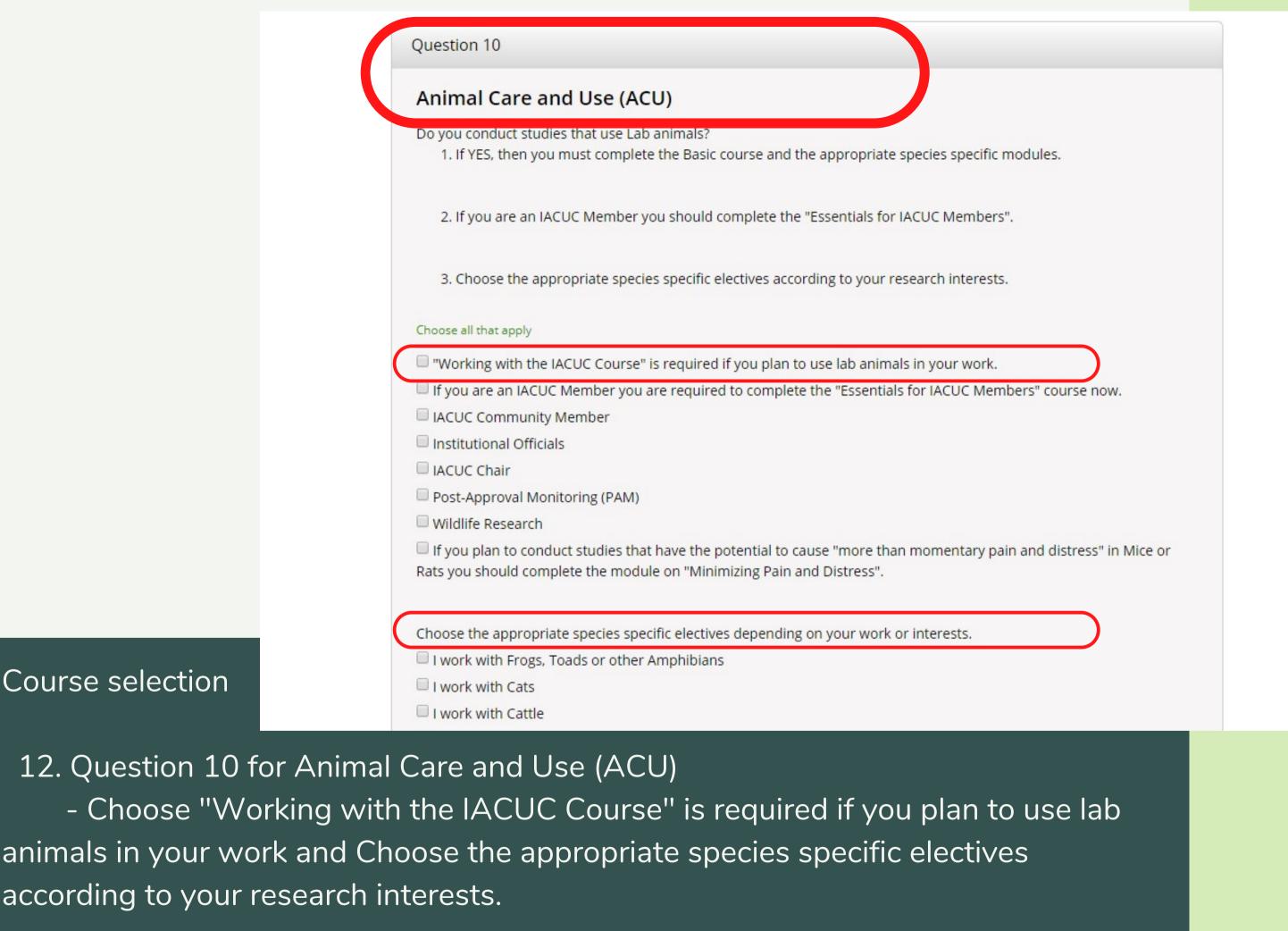


#### Course selection

10. Question 8 for Good Clinical Practice (GCP)

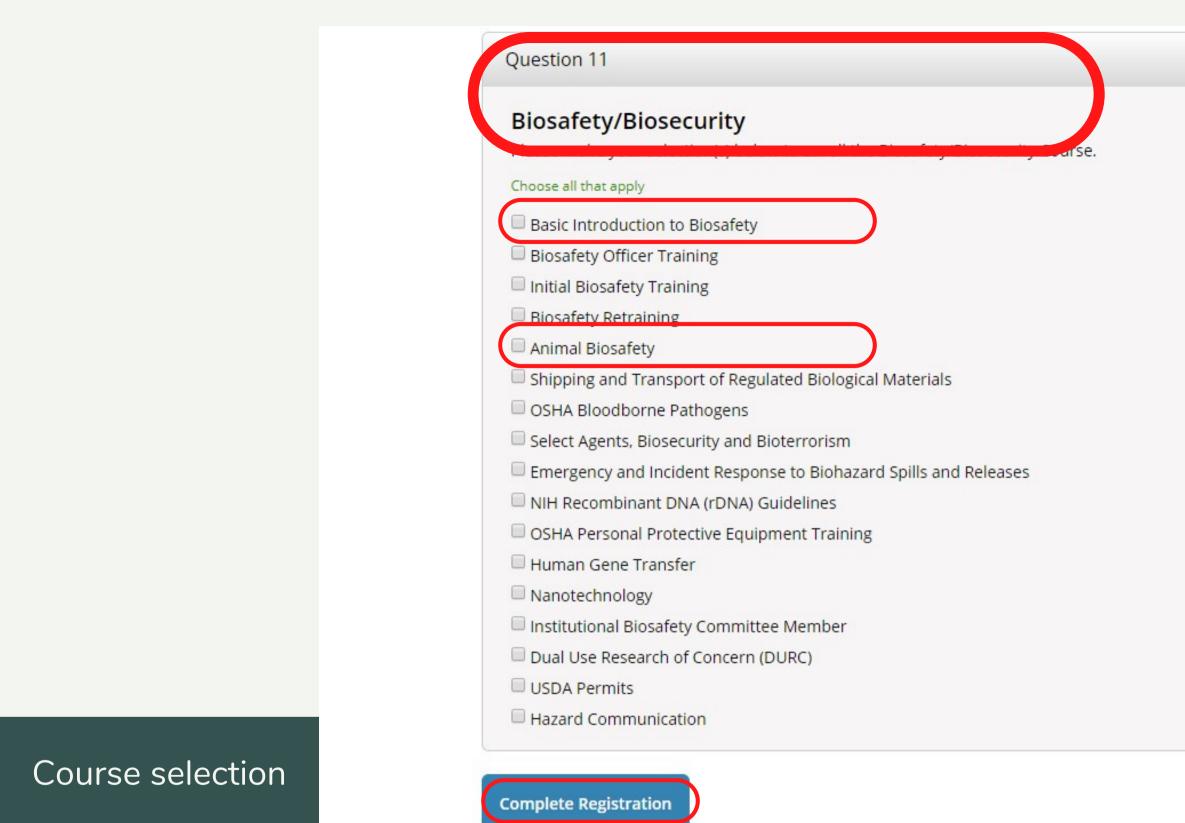
- Choose GCP for Clincal Trails with Investigational Drugs and Biologics (ICH Focus)

11. Question 9 for Good Laboratory Practice (GLP)



animals in your work and Choose the appropriate species specific electives according to your research interests.

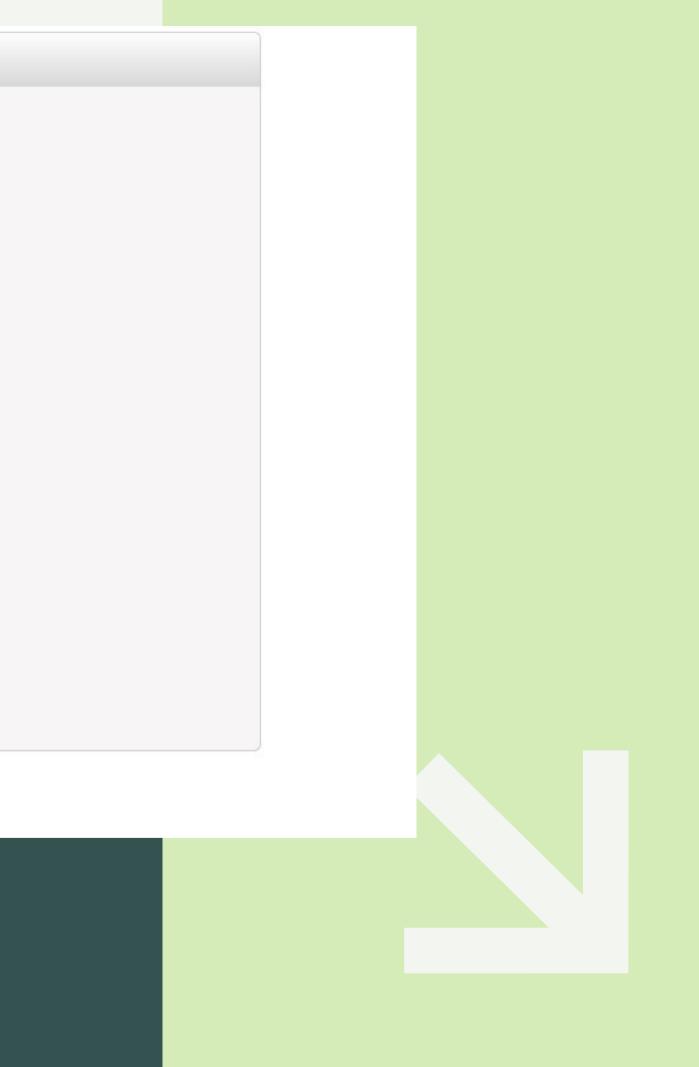


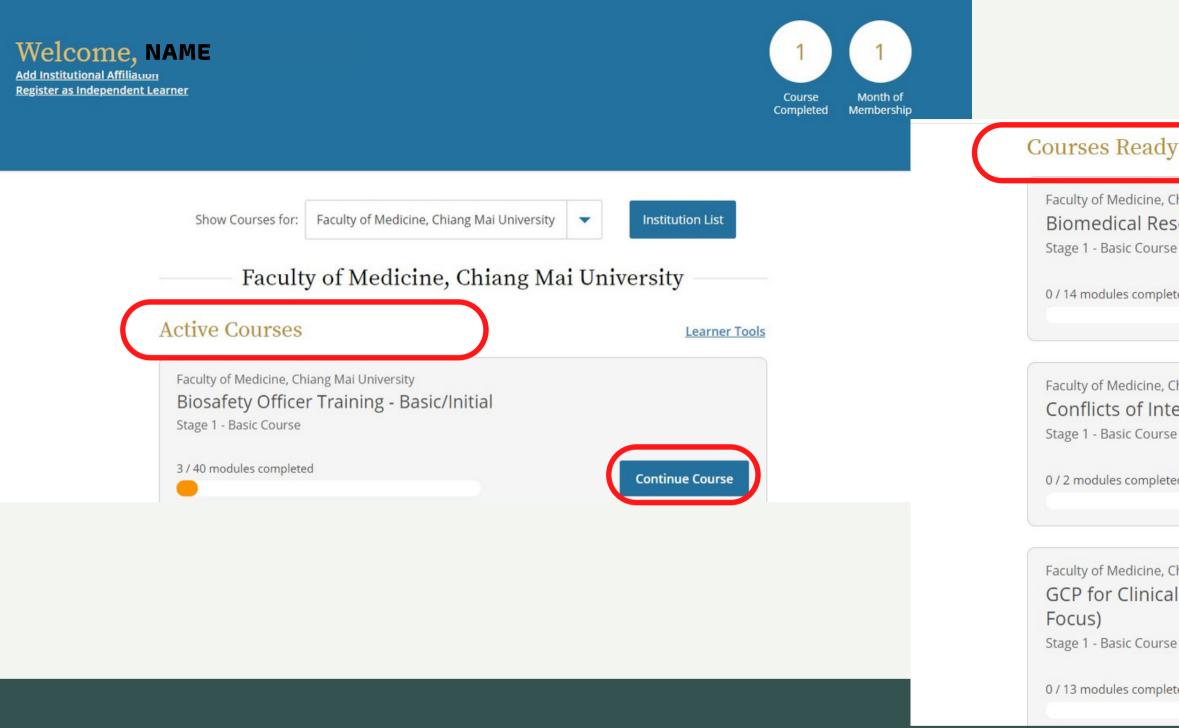


13. Question 11 for Biosafety/Biosecurity

- Choose Basic Introduction to Biosafety and Animal Biosafety for basic requirements of the course.

14. Click "Complete Registration".



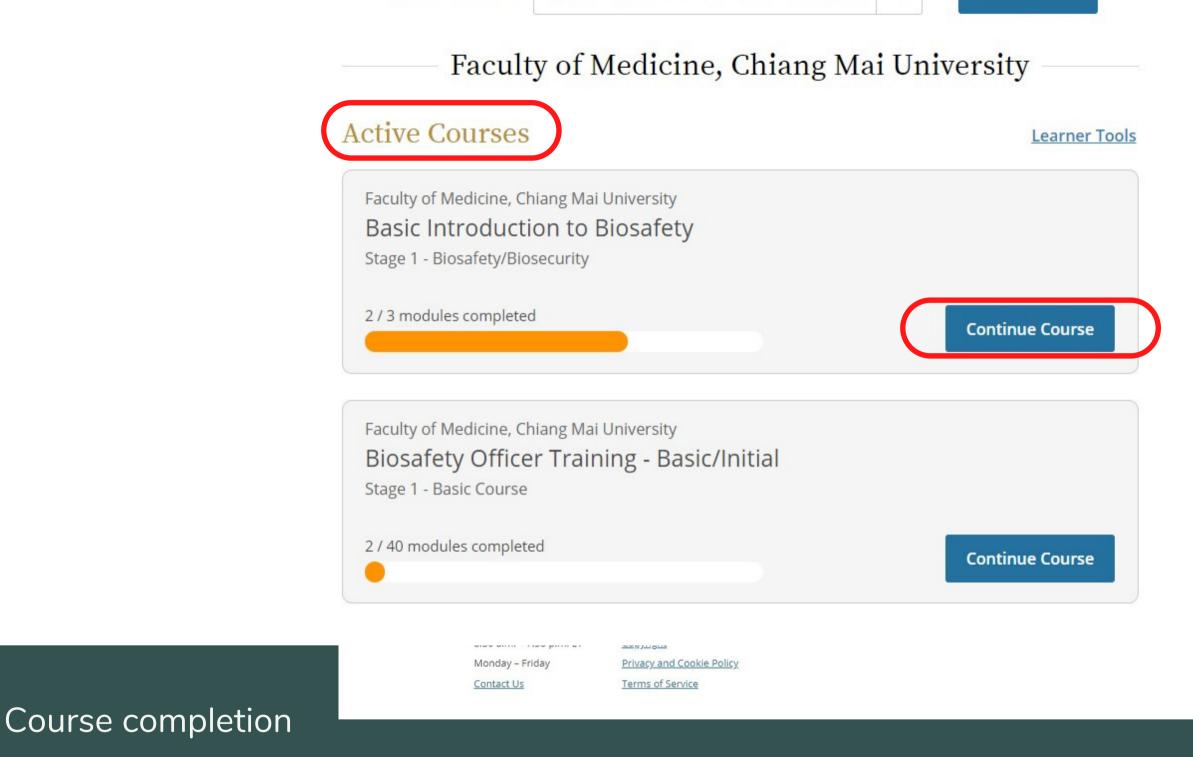


## Course completion

1. Your selected courses are shown in your loged in page

- Click "Start Now" for Courses Ready to Begin.
- Click "Continue Course" for Active Courese.

| ly to Begin                                       | Learner Tools                         |  |
|---|---------------------------------------|--|
| , Chiang Mai University<br><b>esearch</b><br>rse  |                                       |  |
| leted   | Start Now                             |  |
| , Chiang Mai University<br>I <b>terest</b><br>rse |                                       |  |
| eted  | Start Now                             |  |
|   |                                       |  |
| , Chiang Mai University<br>al Trials with Inve    | estigational Drugs and Biologics (ICH |  |
| se  |                                       |  |
| leted   | Start Now                             |  |
|   |                                       |  |
|   |                                       |  |



2. Your Active Courses divided into modules depend upon its contents.
 - Click "Continue Course" in each module.

# **Post-Course Completion Options**

Faculty of Medicine, Chiang Mai University - Basic Introduction to Biosafety - Biosafety/Biosecurity

Congratulations! You have completed the "Basic Introduction to Biosafety -Biosafety/Biosecurity" course.

Access your Completion Records

View, Print, or Share via link your Completion Certificate or Completion Report for this course.

Independent Learner Courses

Purchase additional training. New offerings include Clinical Research Coordinator (CRC), Disaster Planning for the Research Enterprise (DPRE), Good Laboratory Practice (GLP), and more.

#### Post-Course Evaluation

Fill out a voluntary post-course evaluation.

#### **Return to Courses**

Review your completed modules and continuing education (CE/CEU) credit eligibility (if applicable)

#### Post-Course completion

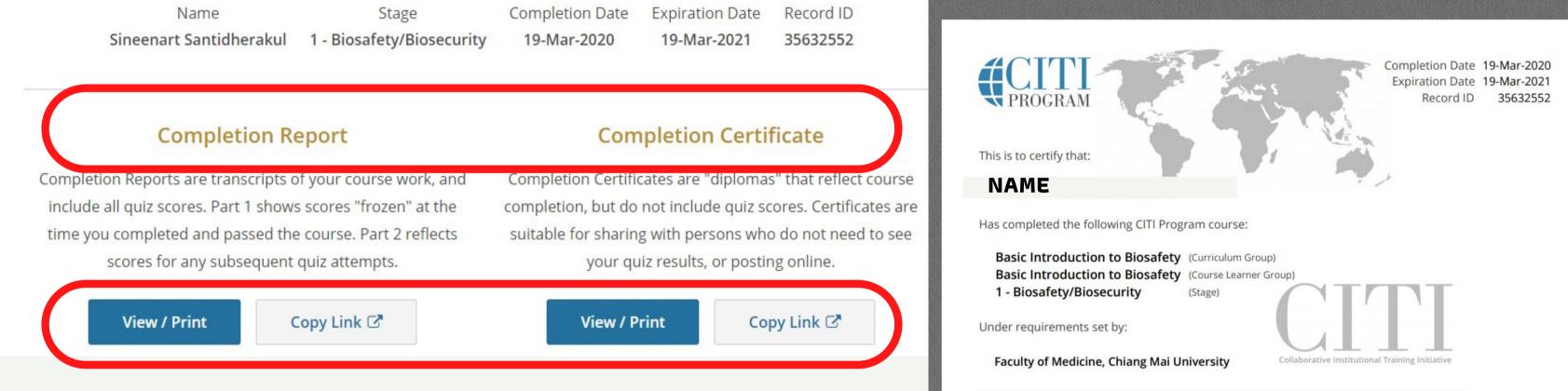
1. Post-Course Completion Options

- Click "Access your Completion Records" to view, print or share via link your Completion Certificate or Completion Report of the course.

#### Faculty of Medicine, Chiang Mai University

ID 4251

## **Basic Introduction to Biosafety**



## Post-Course completion

2. View, Print or Share your course certificate or report.
- Click "View/Print" or "Copy link" to view/print or share via link your Completion Certificate or Completion Report of the course. Verify at www.citiprogram.org/verify/?w5579531e-4ac6-4055-bad6-dc059e40f074-35632552





## Post-Course completion

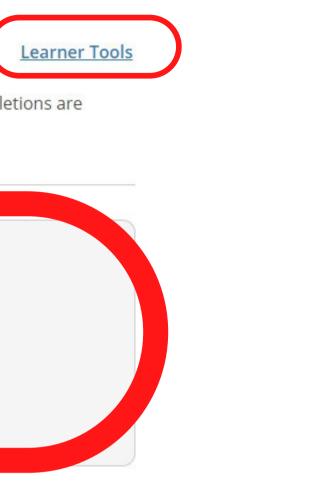
3. Your Course certificate important informations :

- Course' Topic
- Completion Date
- Expiraton Date
- Record ID

| etion Date | 19-Mar-2020 |  |
|------------|-------------|--|
| ation Date | 19-Mar-2021 |  |
| Record ID  | 35632552    |  |
|            |             |  |
|            |             |  |
|            |             |  |
|            |             |  |
|            |             |  |
|            |             |  |



## **Completed Courses**



You have not recently completed any courses for this Institution. Full records of past completions are available in <u>Records</u>.

Learner Tools for Faculty of Medicine, Chiang Mai University

- Add a Course
- Remove a Course
- <u>View Previously Completed Coursework</u>
- <u>Update Institution Profile</u>
- <u>Remove Affiliation</u>

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## Course management

- 1. You can manage your courses anytime by
- Choose "Learner Tools" to Add, Remove, View previously completed course.





# APPENDIX I

Guide Related to the Training Modules of Research Ethics Applied for Researchers of Chiang Mai University Faculty of Medicine (CMUFM)

CMUFM Researchers\* must complete these modules 1. Biomedical Responsible Conduct of Research Modul and 2. Conflict of Interest Module In addition, CMUFM Researchers must complete the following modules that are relevant to their research types 

| 31 S                 |   |  |                |
|----------------------|---|--|----------------|
| Туре                 | Subtypes                                | Module in CITI Program                   |                |
| 1. Research          | 1.1 General Medical Research in         | 1.1A HSR- Biomedical Research (14        | This training  |
| Involving Human      | Human Subjects                          | modules)                                 | GCP for Clin   |
| Subjects             |   |  |                |
|                      | 1.2 Not 1.1 but related to interview    | 1.2A HSR-Social & behavior               | This training  |
|                      | and questionnaires only                 |  | GCP – Socia    |
|                      | 1.3 Not 1.1 and 1.2 but related to data | 1.3 HSR-Data & laboratory,               |                |
|                      | or laboratory procedure only            |  |                |
| 2. Research          |   | 2.1 "Working with the IACUC Course" and  | - If you plan  |
| Involving Scientific |   | 2.2 Animal Biosafety                     | momentary p    |
| Animals              |   |  | module on "    |
|                      |   |  | - Additional t |
|                      |   |  |                |
| 3. Laboratory        |   | 3. Good Laboratory Practice (GLP), Basic |                |
| Research             |   | Introduction to Biosafety                | 0              |
| 4. Community         |   | 4. Public health                         |                |
| Research             |   |  |                |
|                      |   |  |                |

\*Researchers are those conducting research and/or those with an intention to publish their works in academic journals.

#### Remarks

ig module can be waived for those who have completed the training of linical Trials with Investigational Drugs and Biologics (ICH Focus)

ig module can be waived for those who have completed the training of cial and Behavioral Research Best Practices for Clinical Research

in to conduct studies that have the potential to cause "more than pain and distress" in Mice or Rats you should also complete the "Minimizing Pain and Distress".

training as appropriate for animal research not involving rat/mice