

December 6, 2006

MEMORANDUM

To: Deans, Directors, and Department Heads

From: Leslie P. Tolbert, Ph.D., Vice President for Research, Graduate Studies, and Economic Development

RE: **REMINDER: January 1, 2007, Deadline for Updating Human Subjects Research Training via Collaborative Institutional Training Initiative (CITI) Course in the Protection of Human Research Subjects**

In May 2006 this office announced the University's adoption of the Collaborative Institutional Training Initiative (CITI) Course in the Protection of Human Research Subjects as the designated online method for compliance with human subjects training requirements. With the end of the calendar year fast approaching I am writing to remind all individuals involved in human subjects research that January 1, 2007 is the deadline for becoming re-certified via the CITI course.

Effective January 1, 2007, Verification of Human Subjects Training Forms submitted for new projects, continuing review of existing projects, or personnel changes, may not contain training dates more than two years old.

CITI is a modular-based, on-line system that is customized to meet the needs of both Behavioral and Biomedical researchers. To access the system log onto the system at www.citiprogram.org, and register with a user name and a password of your choosing. You can then log on as many times as needed to review all of the required modules and take the quizzes. You can complete the training a little at a time, or all at once. This program also allows for collaborators, not affiliated with the University of Arizona, to take the training on-line so they can be part of your research team.

Should you have any questions related to the CITI course or the deadline, please contact Rebecca Dahl, Director, Human Subjects Protection Program, at 626-5925 or rdahl@email.arizona.edu.