

MEMO

January 3, 2008

To: Deans, Department Heads, Department Chairs, and Research Administrators

Changes to the human subjects training program will be implemented in 2008 to improve protection of human subjects at University of Wisconsin-Madison. A new training program will replace the tutorial currently used. Researchers that have completed the prior UW-Madison tutorial by the end of 2007 will have until December 31, 2008 to complete the new human subjects protection training. All new researchers and research staff will be required to complete the new training before IRB approval or exemption of any project involving human subjects can be granted.

After 2008, the four campus Institutional Review Boards (IRBs) will only recognize the new tutorial as meeting the human subjects training requirement. An additional change from current policy is that investigators and key personnel will need to renew their training every three years by taking a shorter refresher course.

During preparation for accreditation of the UW-Madison Human Research Protection Program (HRPP), it was recognized that this alteration would be needed to bring us on par with other major research institutions and to meet accreditation standards for the Institutional Review Boards (IRBs) and other HRPP components. The HRPP Advisory Committee, a campus-wide committee responsible for approval of policies related to the protection of human subjects, approved the new human subjects protection training guidance that includes a more robust online training program.

UW-Madison will be using online training materials provided by the Collaborative Institutional Training Initiative (CITI), thus placing our human subjects training in line with over 800 other institutions around the country. CITI is already used by researchers at the William S. Middleton VA Hospital in Madison. The new tutorial is more rigorous than the former one and requires passing a series of quizzes in order to successfully complete the training. Estimated time for completing the initial training module is approximately two hours. Similar to the prior human subjects training, the CITI module will allow a choice of a social and behavioral sciences track or a health sciences track, so that those undergoing the training can receive information tailored to their research area. In addition to the basic training, one elective module will need to be completed and includes such topics as internet research, genetic research, and research involving children. CEU and CME credits are available for the completion of CITI human subjects training through the University of Miami, the host of CITI.

The Office of Research Policy will hold informational sessions about the new training requirements. Please plan to attend at one of the following sessions:

- o **Date:** Tuesday, January 15, 2008
- o **Time:** 12:00 p.m.
- o **Place:** Room G5/119 Clinical Sciences Center (UW Hospital and Clinics)

- o **Date:** Wednesday, January 23, 2008 at
- o **Time:** 12:00 p.m.
- o **Place:** UW Biotechnology Center Auditorium, 425 Henry Mall

Any questions about the new training requirements should be directed to the Office of Research Policy.

Additional information and a link to log on to the CITI training is available at:
<http://info.gradsch.wisc.edu/research/policyrp/onlinetraining.html>.