

**Mandatory Training for Investigators, Faculty Sponsors, IRB Members and IRB
Administrative Personnel**

Training for all investigators and administrative personnel is provided
through the
[Collaborative Institutional Training Initiative \(CITI\) Program](#)

***Please read CITI FAQs - for instructions prior to proceeding to the CITI training
site!***

**(After reading the FAQs, if you have any further questions about the new
training/educational requirement through the CITI program, please contact the
IRB office at 404-880-6979)**

EDUCATIONAL TRAINING IN HUMAN SUBJECTS PROTECTION FOR ALL INVESTIGATORS

Policy Statement

Educational training in human subjects protection is required for **all researchers and faculty sponsors** involved in projects submitted for **expedited or full review** to the Institutional Review Board for the Protection of Human Participants (IRB). Training requirements will adhere to standards and regulations disseminated by the Office of Human Research Protections (OHRP) of the United States Department of Health & Human Services or required under the University's Federal Wide Assurance.

Definitions

Federal Wide Assurance (FWA) -- every institution engaged in human subjects research supported or conducted by DHHS must obtain an assurance of compliance approved by the Office for Human Research Protections (OHRP). The regulations and standards change periodically. Clark Atlanta University's FWA covers all research including human subjects sponsored by the University.

Procedures

Evidence of completed training must be submitted with the application to the IRB. Training requirements will adhere to the standards of the Office of Human Research Protections (OHRP). Training resources will be identified by the IRB administrator and made accessible to all investigators.

EDUCATIONAL TRAINING IN HUMAN SUBJECTS PROTECTION FOR IRB MEMBERS AND IRB ADMINISTRATIVE PERSONNEL

Policy Statement

Educational training in human subject protection is required for **members and administrative personnel** of the Institutional Review Board for the Protection of Human Participants (IRB). Training will be completed prior to the beginning of the appointment and annually. Training requirements will adhere to standards and regulations disseminated by the Office of Human Research Protections (OHRP) of the United States Department of Health & Human Services or required under the University's Federal Wide Assurance.

Definitions

For purposes of this policy, IRB administrative personnel include the signatory official and IRB administrative and IRB support personnel.

Federal Wide Assurance (FWA) -- every institution engaged in human subjects research supported or conducted by DHHS must obtain an assurance of compliance approved by the Office for Human Research Protections (OHRP). The regulations and standards change periodically. Clark Atlanta University's FWA covers all research including human subjects sponsored by the University.

IRB-Sponsored Workshops and Lectures

In addition to the online educational program, the IRB anticipates hosting periodic workshops to keep the university's constituencies apprized of the latest information on the regulations and policies that relate to the involvement of human participation in research and other activities. The purpose of these workshops includes the dissemination of institution-specific information, review of information pertinent to the responsible conduct of research (RCR), regulations. In contrast to the internet-based course, These workshops will facilitate face-to-face interactions between individuals at all levels of the institution. Special workshops are also designed specifically for student investigators. Course instructors are also encouraged to seek IRB assistance in their courses.