Instructions for CITI Login and Registration

North Texas Regional

Institutional Review Board

UNT Health Science Center
• Go to https://www.citiprogram.org
• Select the link titled “Create an account”
Step 1

- Type in “University of North Texas Health Science Center” and “Continue to Step 2.”
Step 2

- Enter the required information and “Continue to Step 3.”
Step 3

• Enter the required information and “Continue to Step 4.”
Step 4

- Enter the required information and “Continue to Step 5.”
Step 5

- Enter the required information and “Continue to Step 6.”

NOTE THAT CE CREDITS ARE **NOT** “FREE,” and will require payment from you. If you **don’t need** CE credits, check “**NO**.”
Step 6

- Complete the above information with your personal information and “Continue to Step 7.”
Step 7

- Select your course(s) and then click on “Complete Registration.” You can add another course later at any time.
Question 4

Laboratory Animal Welfare

Do you conduct studies that use lab animals?

1. If YES, then you must complete "Working with the IACUC Course" and the appropriate species specific modules.

2. If YES, then you must complete the "Essentials for IACUC Members".

3. Choose the appropriate species specific electives according to your research interests.

Choose all that apply

- Working with the IACUC Course
- If you plan to conduct studies that have the potential to cause "more than momentary pain and distress" in Mice or Rats you should complete the module on "Minimizing Pain and Distress".
- Post-Approval Monitoring (PAM)
- Aseptic Surgery
- Antibody Production
- If you are an IACUC Member you are required to complete the "Essentials for IACUC Members" course now.

Choose the appropriate species specific electives depending on your work or interests.

- I work with Mice, Family Muridae Cricetidae
- I work with Frogs, Toads or other Amphibians
- I work with Bats, Genus Rattus
- I work with Swine
- I work with Dogs
- I work with Hamsters, Family Muridae
- I work with Gerbils
- I work with Guinea Pigs
- I work with Rabbits, Family Leporidae
- I work with Fish
- Working With Animals In Biomedical Research - Refresher Course

Question 5

Conflict of Interest (Research)

All UNTHSC personnel, including, but not limited to, administrators, faculty, staff, post-doctoral fellows, students, interns, or residents, whose institutional responsibilities include the design, conduct, or reporting of research must complete training regarding Research Conflict of Interest (RCOI). In addition, any non-UNTHSC personnel engaged in research must also complete this training.

Currently, this Conflict of Interest training is required once every four years, and whenever:

- A new investigator moves to the university
- The university finds that an investigator is not compliant
- The university revises its RCOI policies or procedures in ways that affect investigator compliance

The training course is indicated below.

Choose one answer

- Yes
- No

Complete Registration
Step 8

• To take the course: Select “Human Subjects Research.”
Step 9

- Click on the link “Complete The Integrity Assurance Statement before beginning the course.”
Step 10

- Read and complete the Integrity Assurance Statement. Check the box and “Submit”.
Step 11

- Click on the link for each module to complete it. You may complete the training at your own pace. Make sure to remember your username and password so you can log back into CITI.
Problems?

Please contact the **CITI Help Desk** for assistance with registrations and technical issues.

Phone: 888-529-5929 (U.S. toll free) and choose Option 1
Email: support@citiprogram.org