

Human Subjects Research Training via CITI

Medical Student CITI Training

Why?

1. Compliance with Ethical Standards

Medical students are increasingly involved in research activities, including clinical trials, retrospective studies, and quality improvement projects. The **CITI Program provides standardized training in research ethics, human subjects protection, and regulatory compliance**, ensuring students understand and adhere to national and institutional standards (e.g., IRB requirements, HIPAA).

2. Institutional Review Board (IRB) Requirement

Most IRBs **require all personnel listed on research protocols to complete CITI training** before participating in any aspect of the study. Medical students often engage in IRB-approved projects during clerkships, electives, or summer research, making this training a **mandatory prerequisite**.

3. Professional Development

Participating in CITI training helps students:

- Understand the ethical principles of research.
- Recognize and prevent **conflicts of interest**.
- Learn about **informed consent**, privacy, and confidentiality.
- Prepare for future roles as investigators, clinicians, or faculty members who may lead research studies or mentor others.

4. Patient Safety and Public Trust

Students who understand research ethics are better equipped to **protect human subjects** and maintain **public trust in the research process**. This is critical in an era where research misconduct or unethical practices can have significant consequences for patients, institutions, and public health.

5. Academic and Career Advancement

Completion of CITI training:

- Strengthens student CVs/resumes when applying for residencies or research fellowships.
- Opens opportunities to participate in or lead research projects.
- Demonstrates professionalism and a commitment to ethical clinical practice

6. Alignment with Medical Education Standards

Accrediting bodies such as the **Liaison Committee on Medical Education (LCME)** emphasize the importance of understanding research ethics and regulatory requirements. Integrating CITI training aligns with these broader educational competencies and expectations.

CITI Training Implementation Plan for Geisel Students

1. Objectives

- Ensure all medical students complete the required research ethics and compliance training.
 - Support Dartmouth institutional IRB requirements.
 - Integrate training into the academic curriculum (Research and Scholarship CT) and Office of Student Research.
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2. Required Courses for Geisel Students (M1-M4)

- Human Subjects Research- Basic Course (Biomedical)
- Conflict of Interest
- Responsible Conduct of Research
- Good Clinical Practice (FDA Focus)
- Information Privacy Security

Note: Students receive IRB Information workshop during Population Health course

3. Logistics

Courses expire 3 years from date of completion

- M1 students would need to complete by September 23rd and upload course completion documents to the student repository. Current M1 students would need to renew certificates upon entering the Phase two year.
 - M2 students would need to complete by February 1st, 2026
 - M3 students would need to complete by March 1st, 2026
 - M4 students grandfathered?
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4. Communications with Students

- Information will be posted on the Office of Student Research, Pre-clerkship and Clerkship websites, Population Health Canvas pages (Perhaps all course canvas pages?)
- M1 Students will be socialized during orientation and Population Health course introduction.
- M2 Students will be socialized during orientation and Population Health course.
- M3 Students?
- 1 page FAQ regarding how to log in to CITI and uploading completion documents.
- Ensure all stakeholders (Office of Student Life, Office of Student Research, Population Health Course, Clerkship Curriculum Office) all have same talking points to students to avoid confusion.

How to complete the courses and associated modules

- Go to www.citiprogram.org
- You will need to create an account if you do not already have one.
 - To create an account:
 - Select "Register"
 - Select your Organization affiliation: "Dartmouth College" from the drop-down list
 - The next steps will guide you through the specific registration requirements.
 - Once your account has been created:
 - Click on "View Courses"
 - Scroll to the bottom of the page and you will see "Learner Tools for Dartmouth College". Click on "Add a Course".
 - Course Selection-Choose courses from the list below and click next for each course.
 - Human Subjects Research- Basic Course (Biomedical)
 - Conflict of Interest
 - Responsible Conduct of Research
 - Good Clinical Practice (FDA Focus)
 - Information Privacy Security

Once you have completed the preceding steps you are logged in and registered for the course. At this point you may begin the appropriate course or log out and return at another time. If you chose to log out, when you return to the CITI homepage you will not need to register again. You will login with the username and password you have already created. Upon completion of the course, modules you will receive a certificate of completion for each. You must upload each certificate to the Geisel student document repository. [upload it to the SDR](#)

Certificates expire within three years. You will need to renew your courses by the end of your M3 year or three years to the date of completion. You will not receive renewal notice.

All courses need to be completed by September 23rd, which is the first day of the Population Health course.

The 5 courses and associated modules should take approximately 4-6 hours to complete.

