



VA RESEARCH STAFF TRAINING REQUIREMENTS

<u>TRAINING</u>	<u>DESCRIPTION</u>	<u>WHO MUST TAKE THIS TRAINING</u>	<u>TRAINING EXPIRATION</u>	<u>TIPS</u>	<u>WHERE TO TAKE THE TRAINING</u>
VA HUMAN SUBJECTS AND GOOD PRACTICAL TRAINING (CITI)	Training provides a history of human subject research and the use of good clinical practices for human subject research.	Anyone who has patient contact whether in person or on the phone, sees identifiable information, analyzes laboratory results, has access to medical records.	Every 2 years	Keep a copy of your training records.	CITI www.citiprogram.org REGISTER UNDER DAYTON VA-552
VA ORD BIOSECURITY TRAINING	Covers data security including privacy of patients and confidentiality of research documents.	**To be completed by those working in Research Labs (any type of "Lab")**	There is a one time requirement to complete the course for all R&D Personnel.	Keep a copy of your training records.	CITI www.citiprogram.org
PRIVACY (HIPAA) TRAINING	Covers the privacy rule and the protection of PHI	All research staff (VA Employees)	1 year	Keep a copy of your training records.	https://www.lms.va.gov/plateau/user/login.do (VA Use)
VA INFORMATION SECURITY AWARENESS	Covers rules and regulations to follow while using VA computers.	Cyber Security needs to be completed by all research staff members who use or have access to VA computers or systems (ex. CPRS)	1 year	Keep a copy of your training records	or https://www.eeslearning.net/librix/loginhtml.asp?v=librix (Home Use)
VA INFORMATION SECURITY 201 FOR R&D PERSONNEL	Covers data security including privacy of patients and confidentiality of research documents.	All research staff (VA Employees)	There is a one time requirement to complete the course for all R&D Personnel.	Keep a copy of your training records	
VA National Mandatory Training Courses: Cyber Security, Privacy, No FEAR, and Prevention of Sexual Harassment			For additional support, contact the VA LMS Help Desk at valmshelp@va.gov or Monday through Friday between 8am and 10pm EST at 1(866) 496-0463		
*UPON COMPLETION OF YOUR TRAINING THE RESEARCH OFFICE WILL ELECTRONICLY RECEIVE A COPY					