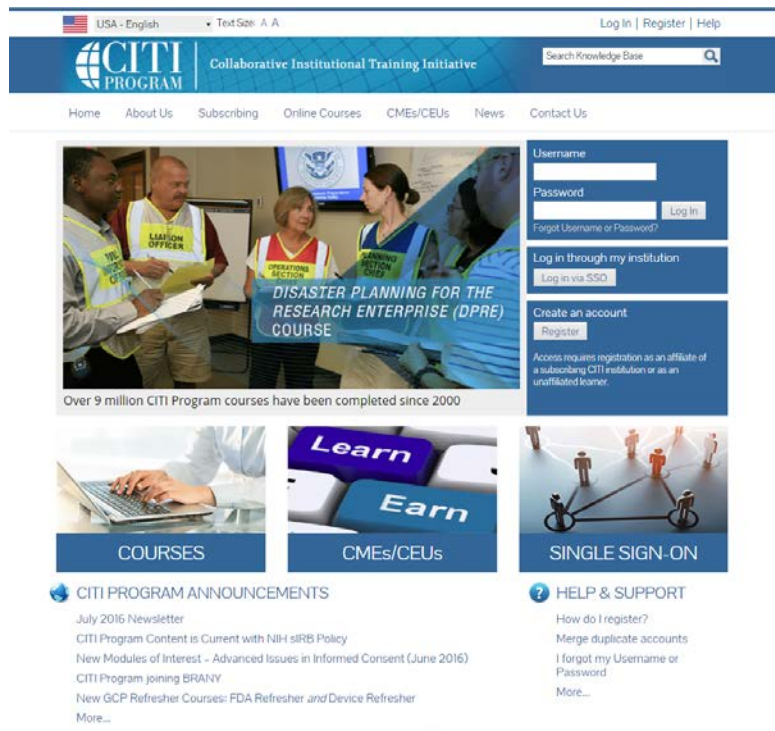


# Collaborative Institutional Training Initiative (CITI) Instructions for Animal Researchers

To enroll in and access the appropriate training modules, proceed with the following steps:

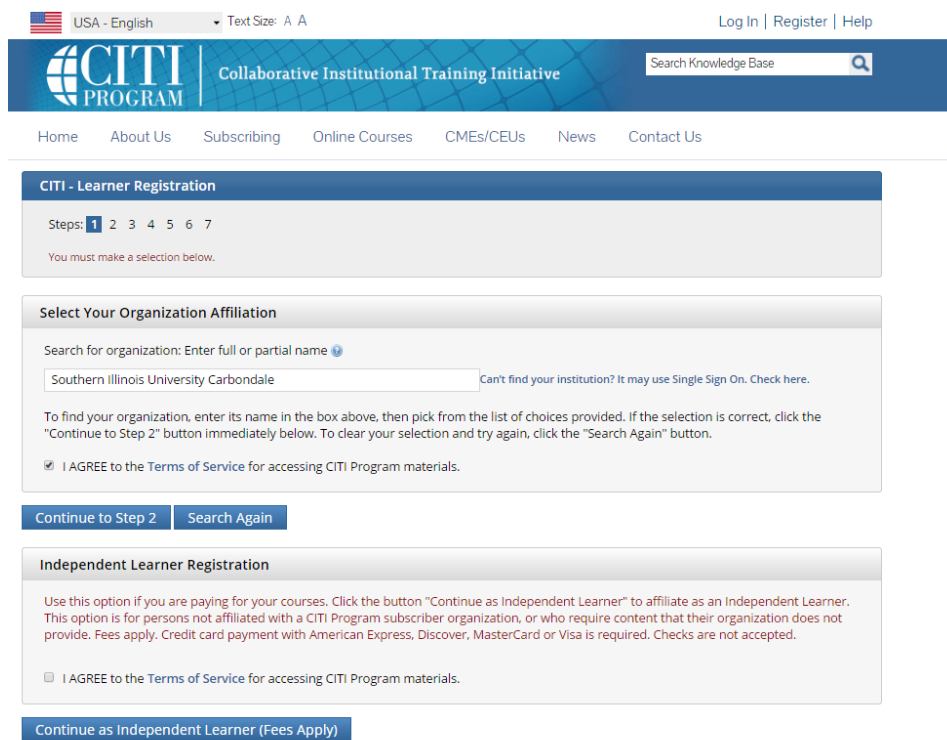
1. Go to the Collaborative Institutional Training Initiative website ([www.citiprogram.org](http://www.citiprogram.org)).



The screenshot shows the CITI Program website home page. At the top, there is a navigation bar with the CITI Program logo, the text "Collaborative Institutional Training Initiative", and a search bar labeled "Search Knowledge Base". Below the navigation bar are links for Home, About Us, Subscribing, Online Courses, CMEs/CEUs, News, and Contact Us. The main content area features a large banner image of people in a classroom setting, with text that reads "DISASTER PLANNING FOR THE RESEARCH ENTERPRISE (DPRE) COURSE" and "Over 9 million CITI Program courses have been completed since 2000". To the right of the banner is a login and registration section with fields for Username and Password, a "Log In" button, and a "Register" button. Below the banner are three main categories: COURSES, CMEs/CEUs, and SINGLE SIGN-ON. At the bottom, there are sections for "CITI PROGRAM ANNOUNCEMENTS" and "HELP & SUPPORT".

- a. For **new** users, click on, **“Register”**  
Continue to Step 2 (below).
- b. For **existing** users:
  - i. Log in with your user name and password
  - ii. Choose Southern Illinois University Carbondale Courses
  - iii. Choose “Add a Course or Update Learner Groups”

2. Select your Organizational Affiliation (Southern Illinois University Carbondale), agree to Terms of Service, and click “Continue to Step 2”.



The screenshot shows the CITI Program website registration page. At the top, there is a navigation bar with the CITI Program logo, the text "Collaborative Institutional Training Initiative", and a search bar labeled "Search Knowledge Base". Below the navigation bar are links for Home, About Us, Subscribing, Online Courses, CMEs/CEUs, News, and Contact Us. The main content area is titled "CITI - Learner Registration" and shows a progress bar with steps 1 through 7, where step 1 is selected. Below the progress bar is a section titled "Select Your Organization Affiliation" with a search box containing "Southern Illinois University Carbondale" and a "Search Again" button. Below the search box is a checkbox labeled "I AGREE to the Terms of Service for accessing CITI Program materials." which is checked. At the bottom of the registration section is a button labeled "Continue to Step 2". Below the registration section is a section titled "Independent Learner Registration" with a paragraph of text and a checkbox labeled "I AGREE to the Terms of Service for accessing CITI Program materials." which is unchecked. At the bottom of the independent learner section is a button labeled "Continue as Independent Learner (Fees Apply)".

3. Enter your personal member information in Steps 3-6 and click “Continue to Step 7”.

4. On the **Select Curriculum** page, choose the appropriate courses from the following options:

- a. Question 1: Responsible Conduct of Research  
**\*Select Not at this time.\***
- b. Question 2: Human Subjects Research  
**\*Make NO selections\***
- c. Question 3: Laboratory Animal Welfare  
**\*Required if conducting research involving non-human animals\***
  - i. If required, complete *at least* the following core modules:
    1. Working with the IACUC
    2. Minimizing Pain and Distress
    3. SIUC Animal Care
    4. Any available species specific module relevant to your research

### Question 3

## Laboratory Animal Welfare

Do you conduct studies that use Lab animals?

1. If YES, then you must complete the Basic course and the appropriate species specific modules.
2. If you are an IACUC Member you should 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" is required if you plan to use animals in your work.
- If you are an IACUC Member you are required to complete the "Essentials for IACUC Members" course now.
- Aseptic surgery Course: This Module describes the concept of Aseptic surgery and provides practical advice on how to conduct a procedure using aseptic technique
- Post-Approval Monitoring (PAM)
- IACUC Chair
- 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".
- SIUC Animal Care is required if you plan to use animals in your work.

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

|  |   |
|--|---|
| <ul style="list-style-type: none"><li><input type="checkbox"/> work with Mice. Family: Muridae Cricetidae</li><li><input type="checkbox"/> work with Rats. Genus: Rattus</li><li><input type="checkbox"/> work with Frogs, Toads or other Amphibians</li><li><input type="checkbox"/> work with Hamsters. Family: Muridae</li><li><input type="checkbox"/> work with Gerbils</li><li><input type="checkbox"/> work with Guinea Pigs</li><li><input type="checkbox"/> work with Rabbits, Family: Leporidae</li><li><input type="checkbox"/> work with Dogs</li><li><input type="checkbox"/> work with Cats</li><li><input type="checkbox"/> work with Fish</li><li><input type="checkbox"/> work with Zebrafish: Danio rerio</li><li><input type="checkbox"/> work with Swine</li><li><input type="checkbox"/> work with Horses</li><li><input type="checkbox"/> work with Cattle</li><li><input type="checkbox"/> work with Non-Human Primates (NHP)</li><li><input type="checkbox"/> work with Reptiles</li><li><input type="checkbox"/> Wildlife Research</li><li><input type="checkbox"/> Working With Animals In Biomedical Research - Refresher Course</li><li><input type="checkbox"/> IACUC Member Refresher Case Studies</li></ul> | <ul style="list-style-type: none"><li><span style="color: yellow;">■</span> Required for ALL animal researchers</li><li><span style="color: green;">■</span> Required as applicable for specific projects</li></ul> |
|--|---|

d. Question 4: Conflicts of Interest

**\* Select NO.\***

e. Question 5: Export Controls

**\*Select Not at this time.\***

f. Question 6: Institutional/Signatory Official

**\*Select Not at this time.\***

g. Question 7: Biosafety/Biosecurity

**\*Recommended for animal research involving biological agents.\***

i. Complete *at least* the following modules:

1. Introduction to Biosafety
2. Animal Biosafety

Question 7

## Biosafety/Biosecurity

Please make your selection(s) below to enroll the Biosafety/Biosecurity Course.

Choose all that apply

- Introduction to Biosafety
- Biosafety Officer Training
- Basic Biosafety Training
- Biosafety Retraining
- Animal Biosafety
- Shipping and Transport of Regulated Biological Materials
- OSHA Bloodborne Pathogens
- Select Agents, Biosecurity and Bioterrorism
- Emergency and Incident Response to Biohazard Spills and Releases
- NIH Recombinant DNA (rDNA) Guidelines
- OSHA Personal Protective Equipment Training
- Human Gene Transfer Trials
- Nanotechnology
- Institutional Biosafety Committee Member
- Dual Use Research of Concern (DURC)
- USDA Permits

5. Click on **“Complete Registration”** to begin your training modules.

If you have any questions regarding CITI training please contact Mandy King ([mlking@siu.edu](mailto:mlking@siu.edu), 453-4530).