




Ascension

To: Ascension Wisconsin Leaders

Cc: Timothy Dowd, MD, Chief Clinical Officer, Ascension Wisconsin
Tracy Rogers, Chief Operating Officer, Ascension Wisconsin

From: Douglas Reding, MD, MPH, FACP, Chief Medical Officer, Ascension Wisconsin


Date: January 5, 2017

Subject: CITI Training Requirement for Ascension Wisconsin Researchers

Ascension Wisconsin is committed to the protection of our patients who participate as human subjects in research. Moving forward, Ascension Wisconsin has selected the Collaborative Institutional Training Initiative (CITI) Program as one way to ensure that all investigators and research personnel are trained to the highest standard to conduct human subject research.

The CITI Program is a leading provider of research education content and is the preferred training tool for human subject research through all of Ascension. The program is web-based and accessible online at <https://www.citiprogram.org>.

At this time, any form of human protection training that had been accepted by an Ascension Wisconsin legacy ministry, such as CITI or NIH training, will be accepted for current researchers. Researchers that have not previously completed a human subject training course will be required to complete the current Ascension CITI Program training.

In July 2017, Ascension will update the CITI Program offerings on a national level. At that time, all current and new researchers at Ascension Wisconsin will need to complete the updated courses. Refresher courses will need to be completed every three years. Members of the Institutional Review Board must also complete the updated CITI training. Additional information will be provided to researchers as this date approaches.

A transition plan is included below.

If you have any questions, please contact me or Jackie Blundon, Director of Research Integrity and Protections, at 414-465-3134 or jackie.blundon@ascension.org.

	Who	What	When
Current Researchers	Legacy Affinity Health System	Create a CITI account and complete the current Ascension training.	During the initial transfer to the AW IRB
	Legacy Ministry Health Care	There is nothing additional that you need to do at this time.	
	Legacy Columbia St. Mary's		
	Legacy Wheaton Franciscan Healthcare		
New Researchers	Researchers who completed CITI training at another institution (other than an AW Legacy ministry)	Log into CITI to "affiliate" your CITI account with Ascension. You must log into CITI to do this.	During the initial submission to the Ascension Wisconsin IRB
	Researchers that have not previously completed human subject training	Create a CITI account and complete the current Ascension training.	
All Researchers	All new and current researchers at Ascension Wisconsin	Complete updated Ascension-wide CITI Program, or log into CITI to "affiliate" your CITI account with Ascension.	After July 2017