

Pan-Alberta clinical research training program

Introduction

The ACRC partner organizations are supporting clinical health research teams by subscribing to the Network of Networks (N2) online training resources. Through individual memberships with N2, each organization gains access to CITI-Canada training for their employees. CITI is offered by over 1000 participating institutions, facilities and disease networks around the world; and new courses are added on an ongoing basis.

CITI-Canada is an online clinical research training program that incorporates International Conference on Harmonization - Good Clinical Practice, Tri-Council Policy Statement Edition 2, and Health Canada guidelines. CITI-Canada is developed by CITI (Collaborative Institutional Training Initiative) and N2 (Network of Networks).

Online courses available include:

- Good Clinical Practice (GCP) & Refresher
- Health Canada Division 5
- Responsible Conduct of Research (RCR)
- Biomedical Research Ethics Tutorial
- Social and Behavioral Research
- Transportation of Dangerous Goods TDG/IATA
- Others (institution specific)

After finishing each course, participants can print a certificate as evidence of training.

N2's CITI-Canada aligns with the ACRC's goal of developing 'provincial **standards and opportunities for clinical research training**'. It is promoted as part of a suite of tools, templates and training which incorporate best practice and applicable guidelines.

Alberta Clinical Research Consortium

The ACRC is a provincial initiative that involves academic and community based researchers and administrators working together to achieve the vision of 'high quality, integrated and efficient clinical research in Alberta'.

The goal is to make it easier to do quality research that will improve patient outcomes in the province.

ACRC Partner Organizations

Alberta Health Services

Alberta Innovates

College of Physicians & Surgeons

Covenant Health

University of Alberta

University of Calgary

Who can participate in CITI-Canada?

CITI-Canada is a resource for experienced and novice researchers, study coordinators, service departments and clinical staff in academic, healthcare and community-based settings.

There is no cost to participate for members of AHS, AI, CPSA, Covenant Health, UAlberta and UCalgary as it is covered through the organizations membership with N2.

If you are not a member of one the above organizations, you can still participate in CITI Training as an Independent Learner. Contact n2@n2canada.ca for more information.

Do pharmaceutical companies accept CITI-Canada GCP as equivalent to their GCP training?

Several pharmaceutical companies accept completion of CITI-Canada as equivalent to their GCP training requirement. It is also being considered by other companies. Please check the [ACRC CITI Canada page](#) for the latest list.

If you encounter a pharmaceutical company that does not accept CITI-Canada GCP training, please let us know, and we can help advocate.

How long do the courses take to complete and can it be done over a period of time?

Each course takes approximately three hours to complete. You can start and stop at any time.

Are CME/CEU credits available?

Yes, continuing education (CE) credits are available for most affiliations (e.g. medical, dental, nursing, pharmacy, psychology, social worker, etc.).

Check the [ACRC CITI Canada page](#) for instructions on how to claim CE credits for the Royal College of Physicians and Surgeons, The College of Family Physicians of Canada, SOCRA, ACRP, and CARNA.

How do I access the CITI-Canada training?

Follow the instructions on [page 3](#) of this manual to register under your organization.

Does CITI-Canada cover investigator training?

Check with the pharmaceutical company if the CITI-Canada GCP course is accepted as equivalent to their GCP training. Note, study-specific training will still be required.

I am already registered in CITI-Canada. Can I share my training with AHS, AI, Covenant Health, UAlberta or UCalgary?

Yes, for individuals who have already enrolled in the CITI-Canada training program and want to share your information with another group, select 'affiliate with another institution' on the Main Menu and then add the institution'.

You will need to select each course you wish to share with the new institution. Note, if the record indicates incomplete, you may need to complete an additional module.

What is the difference between CITI and CITI-Canada?

CITI-Canada is based on CITI, which was developed by the University of Miami and the Fred Hutchinson Cancer Research Center, and focuses on GCP and the FDA regulations. N2, in partnership with CITI, customized the training to include Health Canada and TCPS2 guidelines for the N2 member organizations.

N2 is a national non-profit alliance of clinical research stakeholders (disease networks, institutions, universities, and industry) collaboratively working towards common practices and harmonization where possible. The CITI –Canada training program is one of the resources that have been developed.

Acknowledgements

This training was made possible through the Network of Networks (N2). Special acknowledgement to ACRC Training Working Group Members: Mary-Ann Clarkes - Covenant Health; Marilyn David - AHS; Troy Hamilton – UCalgary; Scott Jamieson – UAlberta; Linda Longpré – UCalgary; Lorelee Robertson – AHS, Becky Wong – AHS, and Tamara Murray - AI for their support in the implementation of this resource in Alberta.

For more information, contact [your local CITI representative](#).

Instructions for CITI-Canada Website

Follow this step by step guide to access the CITI-Canada website. www.citiprogram.org



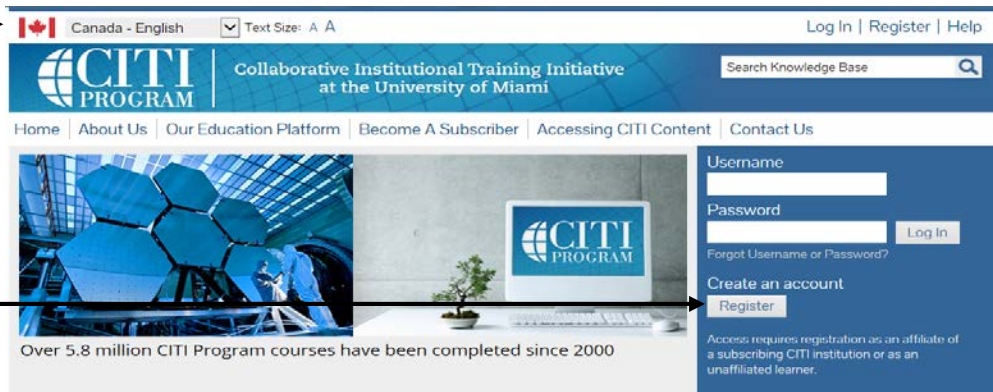
- Start by [creating an account](#)

- [Manage your courses](#) or
- [Affiliate with another institution.](#)

A. [To Create an Account](#)

Select "Canada – English" at the top for CITI-Canada.

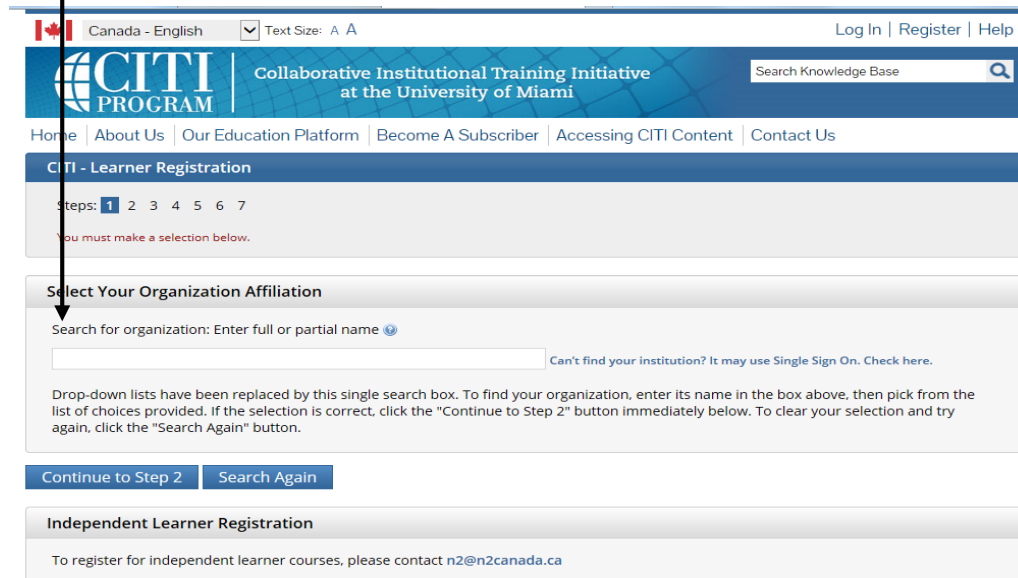
Then click on the box that says, "Register".



Step 1 of Registration: Type in the name of your organization and select it when it appears in the drop down menu. For more information, contact your local CITI administrator. Note: Community physicians, nurses and coordinators register under Alberta Innovates.

Your Organization/Employer	Local Admin - For more information contact
Alberta Health Services	research.administration@ahs.ca
Alberta Innovates / College of Physicians & Surgeons of Alberta	acrc@albertainnovates.ca
Covenant Health	research@covenanthealth.ca
University of Alberta	scott.jamieson@ualberta.ca
University of Calgary	linda.longpre@ucalgary.ca

Type in the organization
name here



The screenshot shows the CITI Learner Registration interface. At the top, there is a navigation bar with a Canadian flag, language options (Canada - English), text size settings (A A), and links for Log In, Register, and Help. Below this is the CITI PROGRAM logo and the text 'Collaborative Institutional Training Initiative at the University of Miami', along with a search bar for the Knowledge Base. A main navigation menu includes Home, About Us, Our Education Platform, Become A Subscriber, Accessing CITI Content, and Contact Us. The current page is titled 'CITI - Learner Registration' and shows a progress indicator for 7 steps, with step 1 highlighted. A message states 'You must make a selection below.' The main section is 'Select Your Organization Affiliation', which includes a search box for the organization name, a link for those who can't find their institution, and instructions on how to use the search box. Below the search box are 'Continue to Step 2' and 'Search Again' buttons. At the bottom, there is a section for 'Independent Learner Registration' with contact information for n2@n2canada.ca.

Steps 2-6: These pages contain prompts for personal information, user name and password setup. Complete all required fields as you navigate through the screens.

Step 7: Choose your curriculum by clicking the course(s) you wish to take. Note, you will be able to add or remove courses from your curriculum at any time after registration is complete.

In the next screen, you may be asked to indicate your learning group/role (e.g. investigator, research staff, student etc.). You will need to identify your learning group for each course selected in the previous screen.

In the next screen select "Finalize Registration". Shortly after registering, you will receive a confirmation email for your reference.

Registration is now COMPLETE!

B. Manage your CITI Canada Courses

1. On the Main Menu of your CITI-Canada account is the list of courses you are currently registered in and the completion status of each.
2. To start a course, click on the course name.
3. You will be prompted to complete an Integrity Assurance Statement before starting the first module.
4. At any time you can add or remove courses from your curriculum by clicking "Add a Course or Update Learner Groups".

The screenshot displays the CITI PROGRAM interface for the Collaborative Institutional Training Initiative at the University of Miami. The header includes the logo and a search bar for the Knowledge Base. A navigation menu contains links for Main Menu, My Profiles, CE Credit Status, My Reports, and Support. Below this, a section titled 'Alberta Innovates Courses' contains a table with columns for Course, Status, Completion Report, and Survey. The table lists five courses, all with a status of 'Not Started' and 'Not Earned'. Below the table is a 'My Learner Tools for Alberta Clinical Research Consortium (ACRC)' dropdown menu, which is open to show options: 'Add a Course or Update Learner Groups', 'View Previously Completed Coursework', 'Update Institution Profile', 'View Instructions page', 'View Contact Information', and 'Remove Affiliation'. A blue bar at the bottom of the dropdown contains the text 'Click here to affiliate with another institution'. A black arrow points from the right side of the page to the 'Add a Course or Update Learner Groups' option.

Course	Status	Completion Report	Survey
Biomedical - Alberta Innovates Health Solutions	Not Started	Not Earned	
Good Clinical Practice - Alberta Innovates Health Solutions	Not Started	Not Earned	
Responsible Conduct of Research - Alberta Innovates Health Solutions	Not Started	Not Earned	
Social and Behavioral Research Course - Alberta Innovates Health Solutions	Not Started	Not Earned	
Transportation of Dangerous Goods TDG/IATA course - Alberta Innovates Health Solutions	Not Started	Not Earned	

- My Learner Tools for Alberta Clinical Research Consortium (ACRC)
 - Add a Course or Update Learner Groups
 - View Previously Completed Coursework
 - Update Institution Profile
 - View Instructions page
 - View Contact Information
 - Remove Affiliation

Click here to affiliate with another institution

C. Affiliate with another Institution

For individuals who have already taken the CITI-Canada training program and want to share your information with other organizations, you can do so from the CITI-Canada Main Menu. Click on the link indicated below (Click here to affiliate with another institution) and follow the prompts. You will need to select each course you wish to share with the new institution. Note, if the record indicates incomplete, this means that you need to take an additional module required by the newly affiliated institution.

The screenshot shows the CITI PROGRAM interface for the Collaborative Institutional Training Initiative at the University of Miami. The header includes the CITI PROGRAM logo and a search bar for the Knowledge Base. The navigation menu contains links for Main Menu, My Profiles, CE Credit Status, My Reports, and Support. Below the navigation, there is a section for 'Alberta Innovates Courses' with a table listing various courses and their completion status. A 'My Learner Tools for Alberta Clinical Research Consortium (ACRC)' section is also visible, containing several options like 'Add a Course or Update Learner Groups' and 'View Previously Completed Coursework'. At the bottom, a blue button with a right-pointing arrow is labeled 'Click here to affiliate with another institution'.

Course	Status	Completion Report	Survey
Biomedical - Alberta Innovates Health Solutions	Not Started	Not Earned	
Good Clinical Practice - Alberta Innovates Health Solutions	Not Started	Not Earned	
Responsible Conduct of Research - Alberta Innovates Health Solutions	Not Started	Not Earned	
Social and Behavioral Research Course - Alberta Innovates Health Solutions	Not Started	Not Earned	
Transportation of Dangerous Goods TDG/IATA course - Alberta Innovates Health Solutions	Not Started	Not Earned	

Additional Information

Additional instructions are located on

<http://www.citiprogram.org/citidocuments/CITI%20Canada/GCP/citiinstructionscanadagcp.html>

Courses can be completed at your own pace. Once all modules in a course have been completed, you will receive a certificate for your records.