

# คู่มือการใช้งาน CITI Program

(การอบรมด้านจริยธรรมการวิจัยในมนุษย์ออนไลน์)

● URL : [www.citiprogram.org](http://www.citiprogram.org)

● ผู้ใช้งานครั้งแรกต้องทำการ Register ก่อน

Step 1 :

● Select your Organization Affiliation

● จากนั้นพิมพ์ Prince of Songkla University ในช่อง Search for organization

CITI - Learner Registration - Prince of Songkla University

Steps: 1 **2** 3 4 5 6 7

**1** \* indicates a required field.

\* First Name  \* Last Name

**2** \* Email Address  \* Verify email address

We urge you to provide a second email address. If you have one, in case messages are blocked or you lose the ability to access the first one. If you forget your username or password, you can recover that information using either email address.

Secondary email address  Verify secondary email address

**3** Continue to Step 3

Step 2 :

-  ใส่ชื่อ – นามสกุล
-  E-mail Address; ที่ใช้งานปัจจุบัน

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Steps: 1 2 3 **4** 5 6 7

**1** \* indicates a required field.  
Your username should consist of 4 to 50 characters. Your created, your username will be part of the completion report.

\* User Name

**2** \* Password  \* Verify Password   
Your password should consist of 8 to 50 characters. Your password IS case sensitive: "A12B34CD" is not the same as "a12b34cd".

Please choose a security question and provide an answer that you will remember to provide this answer to the security question in order to access your account.

\* Security Question

**3** \* Security Answer

**4** Continue to Step 4

Step 3 :

-  ตั้ง User : ใช้สำหรับการ login ระบบ (ใช้อักษรภาษาอังกฤษและตัวเลขได้)
-  ตั้ง Password : ตั้งที่สามารถจดจำได้ง่าย

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Steps: 1 2 3 **4** 5 6 7

\* indicates a required field.

**\* Country of Residence**

Search for country: Enter full or partial name (e.g., "United States") OR your country's two or three character abbreviation (e.g., "US", "USA"), then pick from the list of choices provided.

**1**

**2**

Continue to Step 5

Step 4 :

 พิมพ์ Thailand ช่อง Country of Residence

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Steps: 1 2 3 4 **5** 6 7

\* indicates a required field.

**\* Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?**

CITI is pleased to offer CE credits and units for purchase to learners qualifying for CE eligibility while concurrently meeting their institutions training requirements.

CE credits/units for physicians, psychologists, nurses, social workers and other professions allowed to use AMA PRA Category 1 credits for re-certification are available for many CITI courses - with that availability indicated on course and module listings. **Please register your interest for CE credits below** by checking the "YES" or "NO" dots, and, when applicable, types of credits you wish to earn at bottom of page. Please read texts entered for each option carefully.

**Yes**

At the start of your course, you will be prompted to click on a "CE Information" page link located at the top of your grade book and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives, faculty disclosures, types, number and costs of credits available for your course.

Yes

**No**

The CE functionality will not be activated for your course. Credits and units will therefore not be available to you for purchase after you start your course. You can change your preference to "YES" before such time however by clicking on the "CE Credit Status" tab located at the top of your grad book page.

No

**1**

**If you picked "YES", please check below the one type of credit you would like to earn**

MDs, DOs, PAs - AMA PRA Category 1 Credits TM

Psychologists - APA Credits

Nurses - ANCC CNE

Other Participants - Certificates of Participation

Social Workers - Florida Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling

**\* Can CITI Program contact you at a later date regarding participation in research surveys?**

Yes

No

Not sure. Ask me later

**2**

**3**

Continue to Step 6

Step 5 :

 เลือก No

 เลือกอะไรก็ได้ หากไม่แน่ใจเลือก Not sure Ask me Later

## Please provide the following information requested by Prince of Songkla University

\* indicates a required field.

Language Preference

1

\* Institutional email address

Gender

Highest degree

2

Employee Number

3

\* Department

\* Role in research

Address Field 1

Address Field 2

Address Field 3

City

State

Zip/Postal Code

Country

Phone

4

[Continue to Step 7](#)

Step 6 :

-  กรอกข้อมูลเฉพาะช่องที่มี \* อย่างเดียว หรือกรอก
-  ช่อง Role in research เลือกให้ตรงกับสถานะของผู้วิจัย
-  ข้อมูลอื่น ๆ สามารถใส่หรือไม่ใส่ก็ได้

### Select Curriculum

\* indicates a required field.

You will be provided a series of enrollment questions. Your responses will determine the curriculum for the courses you are going to take. Please read the questions carefully. Please read the responses carefully to make the best choice. [Click here](#) to review the Prince of Songkla University instructions page.

1

#### Question 1

##### Human Subjects Research

Please choose one learner group below based on your role and the type of human subjects activities you will conduct. You will be enrolled in the Basic Course for that group.

Choose one answer

- Biomedical Research Investigators:** Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Biomedical research with human subjects.
- Social & Behavioral Research Investigators:** Choose this group to satisfy CITI training requirements for Investigators and staff involved primarily in Social and Behavioral research with human subjects.
- Research with data or laboratory specimens- ONLY:** No direct contact with human subjects.
- IRB Members:** This Basic Course is appropriate for IRB or Ethics Committee members.
- Not at this time.

Step 7 :



เลือกหลักสูตรที่ต้องการอบรมที่ตรงกับผู้วิจัย แต่สามารถเลือกหลักสูตรเพิ่มเติมได้หลังจากสมัครแล้ว

2

#### Question 2

##### Institutional/Signatory Officials & IRB Chair

Please make your selection below if you wish to be enrolled in the Institutional/Signatory Officials or IRB Chair courses.

Choose all that apply

- Institutional/Signatory Officials
- IRB Chair

3

#### Question 3

##### Good Clinical Practice (GCP)

Please make the appropriate selection if you are required to complete the Good Clinical Practice (GCP) course.

Choose one answer

- Researcher with Investigational Drugs and Biologics
- Researcher with Investigations of Devices Course
- IRB in Clinical Trials
- Not at this time.

4

**Question 4****Information Privacy Security**

Please make the appropriate selection if you are required to complete the Information Privacy Security (IPS) course.

Choose one answer

- IPS for Clinicians
- IPS for Researchers
- IPS for Students and Instructors
- IPS for IRB Members
- Not at this time.

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**Question 5****Responsible Conduct of Research**

Please make your selection below to receive the courses in the Responsible Conduct of Research.

Choose one answer

- Biomedical Responsible Conduct of Research Course
- Humanities, Social, Behavioral, and Education (SBE) Sciences Responsible Conduct of Research Course
- Humanities Responsible Conduct of Research Course
- Responsible Conduct of Research for Engineers
- IRB Members Responsible Conduct of Research
- Responsible Conduct of Research for Administrators
- Not at this time.

6

**\* Question 6**

Would you like to take the Conflicts of Interest course?

Choose one answer

- Yes
- No

7

**Question 7****Laboratory Animal Research**

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.

- "Working with the IACUC Course" is required if you plan to use lab animals in your work.
- If you are an IACUC Member you are required to complete the "Essentials for IACUC Members" course now.
- IACUC Community Member
- Institutional Officials
- IACUC Chair
- Post-Approval Monitoring (PAM)
- 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".

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

- I work with Frogs, Toads or other Amphibians
- I work with Mice, Family: Muridae Cricetidae
- I work with Rats, Genus: Rattus
- I work with Hamsters, Family: Muridae
- I work with Gerbils
- I work with Guinea Pigs
- Working With Ferrets in Research Settings
- I work with Rabbits, Family: Leporidae
- I work with Cats
- I work with Dogs
- I work with Swine
- I work with Horses
- I work with Cattle
- I work with Sheep & Goats
- I work with Non-Human Primates (NHP)
- I work with Reptiles
- I work with Fish
- I work with Zebrafish
- Wildlife Research

8

[Complete Registration](#)

**CITI - Learner Registration**

Welcome to the CITI Program. Your registration with Prince of Songkla University is complete.

[Finalize registration](#)