

12 May 2010

Vice Deans (Research), Faculties/Schools
Directors, University-level Research Institutes/Centres

Dear colleagues

OFFICE OF THE DEPUTY PRESIDENT (RESEARCH & TECHNOLOGY) CIRCULAR
Circular Number: DPRT-2010-02

Implementation of Mandatory Collaborative Institutional Training Initiative (CITI) Program for all Human Participants Research

The Collaborative Institutional Training Initiative (CITI) Program is an international web-based research ethics education program, designed for training in protection of human participants in research. The CITI Program offers Basic and Refresher courses in Human Subjects Protections, Good Clinical Practice and Health Information Privacy and Security (HIPS). It has separate modules for biological sciences and social sciences. Please visit: <http://www.citiprogram.org/>

Many universities and hospitals around the world have adopted the CITI Program as a component of their human subjects research training where researchers are required to complete the CITI Program before beginning their research. Currently, our local hospitals in Singapore also require that their researchers complete their CITI training before they submit their applications for ethics approval to their IRBs.

CITI online training has been available to all NUS staff and students since April 2009. On 30 Dec 2009, the NUS-IRB announced its move to implement mandatory CITI certification for all NUS researchers in biological sciences and biomedical research with effect from 1 Apr 2010. This is in line with good international practice. This office supports this requirement for certification and believes that this policy will accomplish our goal of assuring and certifying training in human subjects research.

We note that as of 6 May 2010, 179 staff/students have completed the CITI Program for Biomedical Research and 69 have completed the CITI Program for SBER (Social, Behavioural and Educational Research). Completion of the CITI Program is not difficult and can be done on-line.

Implementation details

All NUS researchers in biological sciences and biomedical research conducting human subjects research will from henceforth need to submit a copy of their CITI Certificate together with the application for ethics review to the IRB. The CITI Certificate should not be more than 2 years old at the point of submission. Without this certificate, the application cannot be processed.

With thanks and best regards,

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