

UW-Madison Research Safety and Compliance Training Requirements

Research Compliance and Protocol Related Trainings

| Subject Area | UW Training Information and Requirements | Population | Course Information | Details |
|------------------------------|---|---|--|--|
| Animal Research and Teaching | Requirements for training are outlined in policy 1999-006: https://www.rarc.wisc.edu/iacuc/acapac/1999-006-io_training_requirements_for_animal_users.html | Anyone in contact with research and teaching animals | Training Requirements for those working with teaching and research animals: https://www.rarc.wisc.edu/iacuc/acapac/1999-006-io_training_requirements_for_animal_users/training_matrix.html | <u>Renewal:</u> This is dependent on the type of training. Please contact the Research Animal Resource Center (RARC): https://www.rarc.wisc.edu/training/courses.html |
| Biosafety | Biosafety Required Training | All personnel listed on a biosafety protocol | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> Every five years More information: http://www.ehs.wisc.edu/biosafetytraining.htm |
| Biosafety | Biosafety 102: Bloodborne Pathogens for Laboratory and Research | Researchers working with potentially infectious human materials | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> Annually More information: http://www.ehs.wisc.edu/biosafetytraining.htm |
| HIPAA | HIPAA Privacy and Security Training | Anyone who works in the UW Health Care Component | Available through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> Annually More information: https://hipaa.wisc.edu/ |
| Human Research Protections | Biomedical Course in Human Subjects Protection <i>or</i> Social/Behavioral Course in Human Subjects Protection | Anyone listed on a UW-Madison human subjects protocol | Available through CITI: https://kb.wisc.edu/gsadminkb/page.php?id=32559 | <u>Renewal:</u> Every three years Initially, required prior to IRB approval of a protocol on which an individual is listed. Training completion is also verified at the time of continuing review. More information: https://research.wisc.edu/compliance-policy/human-research-protection-program/education-and-training/ |
| Human Research Protections | Good Clinical Practice | UW-Madison and UW Health personnel involved in certain types of research projects | Available through CITI: https://kb.wisc.edu/gsadminkb/page.php?id=61135 | <u>Renewal:</u> Every three years Specifically: Principal investigators and other personnel involved in identifying/recruiting subjects, obtaining informed consent, and/or interacting and intervening with subjects on a non-observational, intervention study involving a drug, device, biologic and/or radiologic that is approved by either a UW-Madison IRB or an IRB to which UW-Madison has ceded review. |

| Subject Area | UW Training Information and Requirements | Population | Course Information | Details |
|------------------------------|--|--|--|---|
| | | | | More information: https://research.wisc.edu/compliance-policy/human-research-protection-program/education-and-training/ |
| Stem Cell Research Oversight | Stem Cell Ethics and Policy Training | Anyone listed on a stem cell research oversight protocol | Training available through CITI: https://kb.wisc.edu/gsadminkb/page.php?id=33285 | <u>Renewal</u> : Every three years |

Research Compliance and Safety Trainings

| Subject Area | UW Training Information and Requirements | Population | Course Information | Details |
|-----------------|---|--|--|--|
| Biosafety | Biosafety 205: Hazardous Materials Shipping – Infectious and Biological Substances <i>and</i> Biosafety 206: Bio HazMat Shipping Packaging Workshop | Certified hazardous material shipper of biological and infectious substances | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal</u> : Every two years; renew by taking Biosafety 207, Bio HazMat Shipping Recertification. More information: http://www.ehs.wisc.edu/biosafetytraining.htm |
| Biosafety | Biosafety 105: Biosafety Cabinet Use | Optional training course | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal</u> : None More information: http://www.ehs.wisc.edu/biosafetytraining.htm |
| Biosafety | Biosafety 106: Autoclave Use | Optional training course | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal</u> : None More information: http://www.ehs.wisc.edu/biosafetytraining.htm |
| Biosafety | Biosafety 107: Centrifuge Use | Optional training course | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal</u> : None More information: http://www.ehs.wisc.edu/biosafetytraining.htm |
| Chemical Safety | Chemical Safety Training | | In-person training: https://www.ohrd.wisc.edu/Catalog/Default.aspx | <u>Renewal</u> : Every five years More information: http://www.ehs.wisc.edu/chemsafetytraining.htm |
| Chemical Safety | Cryogen Safety Training | | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal</u> : None More information: http://www.ehs.wisc.edu/chemsafetytraining.htm |
| Chemical Safety | Fume Hood Use | | In-person (https://www.ohrd.wisc.edu/Catalog/Default.aspx) and online | <u>Renewal</u> : Every five years More information: http://www.ehs.wisc.edu/chemsafetytraining.htm |

| Subject Area | UW Training Information and Requirements | Population | Course Information | Details |
|----------------------|--|---|---|--|
| | | | (http://learnuw.wisc.edu/) training offered | |
| Chemical Safety | Hazardous Chemical Shipping and Transportation | All employees that ship hazardous chemicals | In-person training: https://www.ohrd.wisc.edu/Catalog/Default.aspx | <u>Renewal:</u> Every three years for DOT; every two years for IATA More information: http://www.ehs.wisc.edu/chemsafetytraining.htm |
| Chemical Safety | Hazard Communication Training | Anyone who works with hazardous chemicals in a non-laboratory environment | In-person training: https://www.ohrd.wisc.edu/Catalog/Default.aspx and online (http://learnuw.wisc.edu/) training offered | <u>Renewal:</u> None Example: Art studios, printing operations, custodial operations More information: http://www.ehs.wisc.edu/chemsafetytraining.htm |
| Effort Certification | Effort Certification Training | Anyone with effort on sponsored projects | Training offered through CITI: https://my.gradsch.wisc.edu/citi/index.php | <u>Renewal:</u> None <u>Optional Certifier Training Refresher:</u> https://www.rsp.wisc.edu/effort/cert_supplement/ Includes principal investigators, co-investigators, key personnel, and academic staff who certify their own effort. More information: https://www.rsp.wisc.edu/effort/training/ |
| Export Controls | Email: Notice about Export Control Policy | Certain principal investigators | The current UW-Madison Export Control Policy can be found at: https://research.wisc.edu/compliance-policy/export-control/ | <u>Renewal:</u> Every two years VCRGE sends an email notice to principal investigators about this policy every two years. There is no federal requirement about export control training. The export control program training plan is described in the UW-Madison Export Control Plan. For principal investigators: UW-Madison policy requires each investigator to determine whether their work is subject to federal Export Controls policy, and to comply with all applicable requirements. A downloadable PDF document provides an overview of regulations, and describes tools and processes that investigators should know about. Downloading and reading is optional. More information: Current Export Control training modules (including Training for Researchers) can be found at: https://kb.wisc.edu/gsdminkb/page.php?id=35043 An older on-line Export Control course can be found at: |

| Subject Area | UW Training Information and Requirements | Population | Course Information | Details |
|---------------------------------|--|--|---|---|
| | | | | https://uwmad.courses.wisconsin.edu/d21/home Course # 1868490 |
| Export Controls | Training in regulations, compliance issues, and the project assessment process | Research Administrators | Training documents located at: https://kb.wisc.edu/gsadminkb/page.php?id=35043 | Renewal: Every two years Annual lecture trainings provided at RSP and affected schools, colleges and departments. Available as a downloadable PDF document. Also offered on-line. More information: https://kb.wisc.edu/gsadminkb/page.php?id=35043 Schedule of presentations: https://kb.wisc.edu/images/group156/shared/ExportControl/2017trainingplan4.pdf |
| Export Controls | <i>Overview</i> of regulations, the compliance program, and the project assessment process | University Leadership | Export Control Training Modules: https://kb.wisc.edu/gsadminkb/page.php?id=35043 | Renewal: Every two years Available as a downloadable PDF document. More information: https://kb.wisc.edu/gsadminkb/page.php?id=35043 |
| Financial Conflicts of Interest | Conflict of Interest Training | Any human subjects researcher <i>and</i> Any PI, Co-I, or key person who is supported by federal funding | Self-register through Learn@UW: https://learnuw.wisc.edu/ | Renewal: Every four years More information: https://kb.wisc.edu/gsadminkb/page.php?id=32986 |
| Fire Safety | Fire Extinguisher Training | Any employee | In-person training: https://www.ohrd.wisc.edu/Catalog/Default.aspx | Renewal: Annually by taking an on-line course through Learn@UW: http://learnuw.wisc.edu/ More information: http://www.ehs.wisc.edu/firesafetytraining.htm |
| General Safety | Workplace Safety | | | Renewal: Variable, depending on the module and workplace conditions. An umbrella course that includes modules such as Lockout/Tagout, Aerial Lift, and other topics for operational staff. |
| General Safety | Asbestos Awareness | | | Renewal: Annual Refresher Required Intended for anyone who does not perform abatement, but occasionally works around asbestos. |
| General Safety | Lead (Pb) Awareness | | | Renewal: None Intended for anyone who conducts or coordinates facility maintenance or remodeling. |

| Subject Area | UW Training Information and Requirements | Population | Course Information | Details |
|---------------------------------|---|--|---|--|
| Radiation Safety | Radiation Safety 101, Parts I and II | Certified radiation workers at UW-Madison | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> Annually in October; renew by taking Radiation Safety 102: Radiation Safety Refresher Training. Self-register through Learn@UW: https://learnuw.wisc.edu/ More information: http://www.ehs.wisc.edu/radiationsafetytraining.htm |
| Radiation Safety | Radiation Safety 106: X-Ray Diffraction | | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> None More information: http://www.ehs.wisc.edu/radiationsafetytraining.htm |
| Radiation Safety | Laser Safety Training | | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> None More information: http://www.ehs.wisc.edu/radiationsafetytraining.htm |
| Responsible Conduct of Research | Responsible Conduct of Research On-Line Course | Students and postdocs supported by NSF research funding | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> None More information: https://kb.wisc.edu/gsadminkb/page.php?id=33280 |
| Responsible Conduct of Research | Responsible Conduct of Research On-Line Course | PIs, Co-Is, and anyone who is paid on a USDA NIFA award | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> None More information: https://kb.wisc.edu/gsadminkb/page.php?id=35690 |
| Responsible Conduct of Research | Responsible Conduct of Research On-Line Course | PIs, Co-Is, and anyone who is paid from a USDA NIFA Capacity Fund (142) awards | Self-register through Learn@UW: https://learnuw.wisc.edu/ | <u>Renewal:</u> None More information: https://kb.wisc.edu/gsadminkb/page.php?id=62693 |
| Responsible Conduct of Research | Responsible Conduct of Research | Trainees, fellows, and scholars supported by some types of NIH D, F, K, R, T, and U awards | Training is handled locally and is based on what is stipulated in the grant application. | <u>Renewal:</u> Refresher training every four years The NIH requirement has nine topics for comprehensive research ethics training. More information: https://kb.wisc.edu/gsadminkb/page.php?id=33279 |

CITI: Collaborative Institutional Training Initiative

Co-I: Co-investigator

DOT: Department of Transportation

HIPAA: Health Insurance Portability and Accountability Act

IATA: International Air Transport Association

IRB: Institutional Review Board (human subjects research)

NIFA: National Institute of Food and Agriculture

NIH: National Institutes of Health

NSF: National Science Foundation

PI: Principal Investigator

RARC: Research Animal Resource Center

RCR: Responsible Conduct of Research

SCRO: Stem Cell Research Oversight Committee

USDA: United States Department of Agriculture

VCRGE: Vice Chancellor for Research and Graduate Education