

***CITI Navigation
Instructions for
USF Biosafety
Training:***



For assistance email biosafety@usf.edu

GO TO THE CITI PROGRAM MAIN PAGE AT:

<https://www.citiprogram.org>



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Register

+1 888.529.5929

**CLICK HERE
TO REGISTER**

Research Ethics and Compliance Training

Revised Common Rule

NEW

Review the Final Rule updates to the Common Rule with this comprehensive course.

View Course

Essentials of Statistical Analysis

Learn about or brush up on statistical analysis.

View Courses

CRC Foundations & CRC Advanced

Expand your knowledge base through foundational and advanced training.

View Courses

Research Study Design

NEW

Discover how to improve study design, collect and analyze data, and promote reproducible research.

View Course

Register to take courses developed by experts

If you are not affiliated with a subscribing organization, you can register as an independent learner.

SEARCH FOR “UNIVERSITY OF SOUTH FLORIDA”

CITI - Learner Registration

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

Select Your Organization Affiliation

This option is for persons affiliated with a CITI Program subscriber organization.

To find your organization, enter its name in the box below, then pick from the list of choices provided. 🌐

University of South Florida

University of South Florida only allows the use of a CITI Program username/password for access. You will create this username and password in step 2 of registration.

- I AGREE to the [Terms of Service](#) and [Privacy Policy](#) for accessing CITI Program materials.
- I affirm that I am an affiliate of University of South Florida.

Continue To Create Your CITI Program Username/Password

Search
“University of
South Florida”
in the
Organization
Affiliation Box

Check the box to
agree with Terms
of Service and
then that you
affirm you are an
affiliate with USF

Click to create
your CITI user
name.

Independent Learner Registration

Use this option if you are paying for your courses. This option is for persons not affiliated with a CITI Program subscriber organization, or who require content that their organization does not provide. Fees apply. Credit card payment with American Express, Discover, MasterCard or Visa is required. Checks are not accepted.

- I AGREE to the [Terms of Service](#) and [Privacy Policy](#) for accessing CITI Program materials.

Enter your Personal Information

CITI - Learner Registration - University of South Florida

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

Personal Information

* indicates a required field.

* First Name

John

* Last Name

Smith

* Email Address

jsmith@gmail.com

* Verify email address

jsmith@gmail.com

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

jsmith@yahoo.com

Verify secondary email address

jsmith@yahoo.com

Continue To Step 3

**CLICK HERE
TO
CONTINUE**

CREATE USER NAME AND PASSWORD

Create your Username and Password

* indicates a required field.

Your username should consist of 4 to 50 characters. Your username is not case sensitive; "A12B34CD" is the same as "a12b34cd". Once created, your username will be part of the completion report.

* User Name

Your password should consist of 8 to 50 characters. Your password IS case sensitive; "A12B34CD" is not the same as "a12b34cd".

* Password

* Verify Password

Please choose a security question and provide an answer that you will remember. **NOTE: If you forget your login information, you will have to provide this answer to the security question in order to access your account.**

* Security Question

* Security Answer

Continue To Step 4

**CLICK HERE
TO
CONTINUE**

**Create User
Name and
Password**

**Select a
Security
question and
enter a
response.**

Enter your Country of Residence

CITI - Learner Registration - University of South Florida

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.

United States

Continue To Step 5

**CLICK HERE
TO
CONTINUE**

TRAINING CEUs

Choose YES or NO to receive CEU's from your training.

If YES, what type of credit.

Indicate if you wish to be contacted later regarding participate in a survey or marketing information

CLICK HERE TO CONTINUE

CITI - Learner Registration - University of South Florida

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 grade book page.

No

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

* Can CITI Program contact you at a later date with marketing information? ⓘ

Yes

No

Continue To Step 6

Complete the information requested

If you are not USF, enter “00000” for all fields that require USF information:

- Institutional Email Address
- USF Employee ID
- USF Student ID (Number)
- USF Net ID

Please provide the following information requested by University of South Florida

* indicates a required field.

Language Preference
English

* Institutional Email Address
If you do not have an Institutional email address, please input 00000
00000

* Gender
Female

* Highest Degree
MPH

* USF Employee ID#
If you do not have an Employee Number, please input 00000
00000

Department (Optional)

* What Is Your Role In Research?
Lab. Research Staff

Country

* Office Phone
813-123-4567

Home Phone

* USF Student ID (U Number)
If you do not have a USF Student ID Number, please input 00000
00000

* USF Net ID
If you do not have an USF Net ID, please input 00000
00000

CLICK HERE TO CONTINUE



Select Curriculum

Select Curriculum - University of South Florida

* indicates a required field.



CITI Course Enrollment Procedure

CITI provides courses in Human Subjects Protection, Good Clinical Practice, Health Information and Privacy, Lab Animal Welfare, and the Responsible Conduct of Research. Your organization likely has several requirements and perhaps some options to meet your instructional obligations.

- You will be provided a series of enrollment questions below.
- Your responses will determine the curriculum for the courses you are going to take.
- Please read the questions and responses carefully to make the best choice.

Human Subjects Protection Course:

- If you have NOT completed a CITI course at this Institution previously, you may be required to complete the BASIC course at this time.
- If you have completed the CITI Basic course since 5-1-2004, the software is programmed to show you the CITI Re-fresher course now.
- You may be able to fulfill your refresher obligation with the CITI Good Clinical Practice Course. Please consult your IRB office.

For more detailed information review the instruction's page of your Institution. This page is available as a link at the top of this page

Laboratory Animal Welfare Course

If you are planning to use lab animals in your work, you may be required to complete the CITI Lab Animal Welfare Course. You should:

- Choose the appropriate courses according to your role in research and the species you use
- Choose all that apply.
- Contact your IACUC Office if you have questions regarding your requirements.

CITI Curriculum Selection

You may enroll in multiple courses. You can take the courses sequentially or together. You should select all available courses in the CITI program are:

- The Human Subjects Courses
 - Good Clinical Practice (GCP)
 - Health Information Privacy and Security (HIP)
- The Lab Animal Welfare Courses
- Responsible Conduct of Research (RCR)

Changing Your Course Selections Later

Use the "Add a course or update your Learner Group" link on the "Learner Main Menu" to update your course selections.

Continue to Question 1 at this time.

* Question 7

Please make your selection below as you are required to take the Directions Course.

Choose one answer

- Cancer Disparities
- Cancer Disparities - Non-USF
- Not at this time.

Question 7 must be answered.

Question 8

Please make your selection below to receive the courses in the Biosafety/Biosecurity Course.

Choose one answer

- Introduction to Biosafety
- Basic Biosafety Training
- Biosafety Retraining
- Animal Biosafety
- Shipping and Transport of Regulated Biological Materials
- OSHA Bloodborne Pathogens
- Select Agents, Biosecurity and Bioterrorism
- Emergency and Incident Response to Biohazard Spills and Releases
- Human Gene Transfer Trials
- rDNA Recombinant DNA (rDNA) Guidelines
- OSHA Personal Protective Equipment Training
- Institutional Biosafety Committee Member
- Nanotechnology
- Dual Use Research of Concern (DURC)
- Biosafety Complete Training
- Not at this time.

For Biosafety go to Question 8.

Click the radio button to select courses you wish to take.

Question 9

Export Compliance

If you would like to register for the Export Compliance course, please select the appropriate option below.

Choose one answer

- CITI Export Controls Course
- Not at this time.

Question 10

Clinical Research Coordinator (CRC)

Please make your selection below to enroll in the Clinical Research Coordinator course.

Note: It is highly recommended that learners complete a basic level HSR and GCP ICH course prior to taking the CRC course.

Choose one answer

- Clinical Research Coordinator (CRC)
- Not at this time.

Complete Registration

CITI - Learner Registration

Welcome to the CITI Program. Your registration with University of South Florida is complete.

Finalize Registration

Questions 1 through 6 are not relative to Biosafety.

Click Complete Registration. This will take you to the next page where you will click to Finalize your Registration

TAKE THE COURSE

CITI PROGRAM Collaborative Institutional Training Initiative

Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu

✔ Your request has been successfully submitted.

▶ Tampa, FL-673 Courses

▼ University of South Florida Courses

| Course | Status | Completion Report | Survey |
|---------------------------------|-------------|-------------------|--------|
| Basic Introduction to Biosafety | Not Started | Not Earned | |

My Learner Tools for University of South Florida

- Add a Course
- Remove a Course
- View Previously Completed Coursework
- Update Institution Profile
- View Instructions page
- Remove Affiliation

▶ Click here to affiliate with another institution

▶ Affiliate as an Independent Learner

Click the course you wish to start.

COMPLETE THE INTEGRITY ASSURANCE FORM

CITI PROGRAM Collaborative Institutional Training Initiative Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu > Course Basic Introduction to Biosafety

Basic Introduction to Biosafety - Biosafety/Biosecurity

To pass this course you must:

- Complete all 3 required modules
- Achieve an average score of at least 80% on all quizzes associated with this course's module requirements

Your Current Score: **0%**

You have unfinished required or elective modules remaining

Complete The Integrity Assurance Statement before beginning the course

Click the link to go to the Integrity Assurance.

| Required Modules |
|----------------------------------------------------------|
| Biosafety and Biosecurity (BSS) Introduction (ID: 13987) |
| Biosafety Course Overview (ID: 13314) |
| Risk Management: Work Practices (ID: 13898) |

CITI PROGRAM Collaborative Institutional Training Initiative Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu > Assurance Statement

Assurance Statement

Andy Mackley:

CITI Program Terms of Service include the following provisions. Please read them carefully.

No Account Sharing: I will not share my username and password with anyone. I will contact the CITI Program Help Desk if I believe my account has been compromised.

Do My Own Work: I will complete all required quizzes and any other assessments by myself, using only my own work.

No Quiz Sharing: I will not share CITI Program quiz questions or answers on any website, via email, photocopying, or any other means.

No Cheating: I will not engage in any activities that would dishonestly improve my results, or improve or hurt the results of other learners.

My Actions Are Logged: I understand that CITI Program keeps account activity logs, including computer IP addresses, time spent in each content area, number of quiz attempts and scores. Allegations of inappropriate use will be investigated, and the user may be suspended from the institution.

Check the box to accept, then click the Submit button:

I AGREE to the above and the other Terms of Service for accessing CITI Program materials.

Submit

Check the "I Agree" box and click submit to finish assurance and return to the course page.

Main Menu > Course Basic Introduction to Biosafety

Basic Introduction to Biosafety - Biosafety/Biosecurity

To pass this course you must:

- Complete all 3 required modules
- Achieve an average score of at least 80% on all quizzes associated with this course's module requirements

Your Current Score: **0%**

You have unfinished required or elective modules

Click the first module to begin.

| Required Modules | Date Completed | Score |
|----------------------------------------------------------|----------------|-------|
| Biosafety and Biosecurity (BSS) Introduction (ID: 13987) | | |
| Biosafety Course Overview (ID: 13514) | | |
| Risk Management: Work Practices (ID: 13898) | | |



CITI PROGRAM Collaborative Institutional Training Initiative Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu > Basic Introduction to Biosafety > Biosafety and Biosecurity (BSS) Introduction

Biosafety and Biosecurity (BSS) Introduction

Introduction

The CITI Program's BSS modules will provide learners with a solid foundation in the principles of the containment of biohazards. The BSS modules address basic information for multiple regulations, standards, and guidelines.

Feel free to contact citisupport@med.miami.edu or (305) 243-7970 with comments or questions about the BSS modules.

Original Release: March 2010
Last Updated: March 2015

There is no quiz for Biosafety and Biosecurity (BSS) Introduction

Go to the next required module: Biosafety Course Overview

Return to the module list for this course

Click here to go to the next module.



START THE COURSE

TAKE THE MODULE QUIZ

Emergencies

All workers handling biohazards must know what to do in an emergency before they begin work. Training must include a review of these procedures. Trainers and PIs must verify that workers understand and are proficient with the steps to follow in the event of an exposure, accident, or biohazard spill.

The standard protocol to follow after a biohazard exposure is to:

- Wash the affected area immediately with soap and water or in an eye wash for 15 minutes if the exposure has contaminated facial mucous membranes
- Notify your supervisor and/or PI of the incident
- Seek medical assistance at the designated healthcare facility within one to two hours

Specific instructions on what to do following an accidental splash or splatter to facial mucous membranes, punctures with contaminated sharps, and exposure to biohazardous aerosols must be provided, listed in manuals, and should be available in the laboratory on posters for continuous access. More information on exposure incidents and spills will be provided in the CITI module entitled, "Risk Management: Emergency and Spill Response."

Biosafety Resources

ABSA is the premier resource for biosafety information, networking, and further educational opportunities. Its members are dedicated to controlling risks associated with biohazards through the application of the science of biosafety to minimizing the potential for exposure.

You can access the following information on the ABSA homepage:

- Upcoming conferences, events, and courses
- ABSA Resources and Tools Link
- ABSA Publications
- Applied Biosafety Journal
- Key Topics and Links (on ABSA webpage Resources/Tools section)
 - Biosafety Guidelines
 - WHO Laboratory Biosafety Manual, 3rd Edition, 2004
 - NIH rDNA Guidelines, September 2009 (or latest edition)
 - CDC/NIH Primary Containment for Biohazards: Selection, Installation and Use of Biological Safety Cabinets, 3rd Edition, September 2007 (or latest edition)
 - CDC/NIH Biosafety in Microbiological and Biomedical Laboratories, 5th Edition, 2007
 - Laboratory Centers for Disease Control (Health Canada), Laboratory Biosafety Guidelines, 3rd Edition, 2004
- ABSA Resources and Tools
 - Material Safety Data Sheets (MSDS) Infectious Substances
 - Laboratory Centers for Disease Control - Canada
 - Risk Group Classification for Infectious Agents
 - Bacteria - Viruses - Parasites - Fungi
 - Risk Group and Biosafety Level Definitions
 - Bioterrorism Links
 - Biosafety on the Internet
- European Biosafety Association (EBSA)
- Eagleson Institute

Original Release: February 2010

Last Updated: June 2015

[Take the quiz for Biosafety Course Overview](#)

[Return to the module list for this course](#)

Click here to go to take the module quiz.

COMPLETE THE MODULE QUIZ

Question 5

True/False

Provided that all equipment housing biohazards within the laboratory are labeled with the universal biohazard symbol, the entry door DOES NOT have to be labeled with the universal biohazard door sign.

True

False

Question 6

True/False

Risk Group classification is the only piece of information required to perform an adequate risk assessment for researchers working with biohazards.

True

False

Question 7

Multiple Choice/Single Answer - Select only one answer

The first step in risk assessment for a protocol involving biohazards, the creation of a formal written risk assessment, should be performed by the:

National Institutes of Health

Biosafety Officer

Principal Investigator

Institutional Biosafety Committee

Question 8

Multiple Choice/Single Answer - Select only one answer

Mycobacterium tuberculosis is considered a hallmark pathogen in this Risk Group category

Risk Group 3

Risk Group 2

Risk Group 4

Risk Group 1

Read the questions carefully, some questions allow multiple answers.

Click Submit when complete.



Submit

Quiz Results - Risk Management: Work Practices

You correctly answered 4 of 4 and received 4 of 4 possible points.

Scroll down to review the quiz questions and the explanation of the answers.

Question 1

Question : Plants and animals that are not affiliated with the research are not allowed in laboratories handling biohazards.

Your answer : True

Correct Answer : True

Comment :

Points Earned : 1

Question 2

Question : There are a total of three foundational work practices in biosafety.

Your answer : False

Correct Answer : False

Comment : There are 7 foundational work practices in biosafety: • Never eat, drink or smoke in the laboratory • Never mouth pipette • Wash hands after removing protective clothing and before leaving the laboratory • Confine aerosols as close as possible to their point of generation • Eliminate sharps or work carefully with sharps • Decontaminate work surfaces and equipment after use • Wear protective clothing in the laboratory and remove before leaving the lab

Points Earned : 1

Question 3

Question : Hand washing is only required in biohazard laboratories before final exit of the laboratory.

Your answer : False

Correct Answer : False

Comment : Hands should be washed after removing gloves, whenever contaminated, following an exposure and before leaving the laboratory for non-lab areas.

Points Earned : 1

Question 4

Question : Workers handling biohazards on the open bench must wear gloves, a lab coat, and face protection if not working behind a bench shield.

Your answer : True

Correct Answer : True

Comment :

Points Earned : 1

 Congratulations! You have successfully completed the Basic Introduction to Biosafety - Biosafety/Biosecurity course

[View Post-Course Completion Options](#)

[Share your comments about this course](#)

[Return to the module list for this course](#)

Review Module Quiz Results

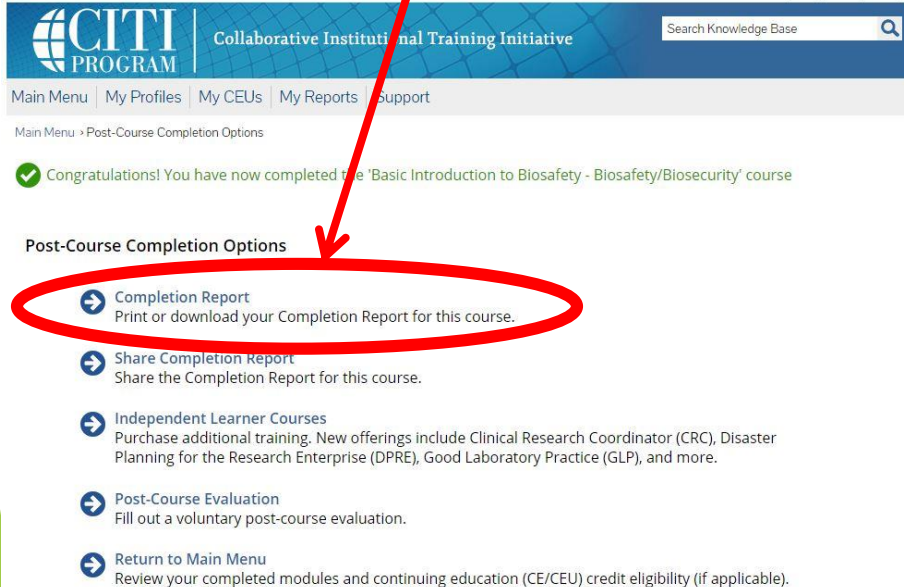
Review your quiz results. If you are satisfied with the result proceed to **Post Course Completion Options**

Click **Post Course Completion Options** to get your Certificate.

PRINT COMPLETION REPORT

From the Post Course Completion Option Screen, select **Completion Report** to access your certificate.

Use the **download or print** function in PDF screen to get your Certificate.



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Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu > Post-Course Completion Options

✔ Congratulations! You have now completed the 'Basic Introduction to Biosafety - Biosafety/Biosecurity' course

Post-Course Completion Options

- ➔ **Completion Report**
Print or download your Completion Report for this course.
- ➔ Share Completion Report
Share the Completion Report for this course.
- ➔ Independent Learner Courses
Purchase additional training. New offerings include Clinical Research Coordinator (CRC), Disaster Planning for the Research Enterprise (DPRE), Good Laboratory Practice (GLP), and more.
- ➔ Post-Course Evaluation
Fill out a voluntary post-course evaluation.
- ➔ Return to Main Menu
Review your completed modules and continuing education (CE/CEU) credit eligibility (if applicable).

Send a copy of the CITI certificate to biosafety@usf.edu to have the training recorded in our database.



COMPLETION REPORT - PART 1 OF 2
COURSEWORK REQUIREMENTS*

* NOTE: Scores on this [Requirements Report](#) reflect quiz completions at the time all requirements for the course were met. See list below for details. See separate Transcript Report for more recent quiz scores, including those on optional (supplemental) course elements.

- **Name:** Andy Mackley (ID: 3595725)
- **Email:** pmackley@usf.edu
- **Institution Affiliation:** University of South Florida (ID: 425)
- **Institution Unit:** Research Integrity and Compliance
- **Phone:** 813-974-5110

- **Curriculum Group:** Basic Introduction to Biosafety
- **Course Learner Group:** Same as Curriculum Group
- **Stage:** Stage 1 - Biosafety/Biosecurity
- **Description:** Introduction to Biosafety for researchers handling Risk Group 1 agents or working only at Biosafety Level 1 containment. This presentation is designed for initial training.

This currrilum can also be used to retrain this target audience as needed on a schedule selected by the host institution.

- **Report ID:** 20526085
- **Completion Date:** 19-Aug-2016
- **Expiration Date:** 19-Aug-2017
- **Minimum Passing:** 80
- **Reported Score*:** 100

| REQUIRED AND ELECTIVE MODULES ONLY | DATE COMPLETED | SCORE |
|----------------------------------------------------------|----------------|------------|
| Biosafety and Biosecurity (BSS) Introduction (ID: 13987) | 19-Aug-2016 | No Quiz |
| Biosafety Course Overview (ID: 13314) | 19-Aug-2016 | 8/8 (100%) |
| Risk Management: Work Practices (ID: 13898) | 19-Aug-2016 | 4/4 (100%) |

For this Report to be valid, the learner identified above must have had a valid affiliation with the CITI Program subscribing institution identified above or have been a paid Independent Learner.

Verify at: <https://www.citiprogram.org/verify?24483e04-4512-4591-9aff-0714f3816da7>

CITI Program
Email: support@citiprogram.org
Phone: 888-529-5929
Web: <https://www.citiprogram.org>

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