## **FINANCIAL CONFLICT OF INTEREST**

Required Training for PHS award recipients

## 1. <u>http://www.citiprogram.org</u>

2. As a new user, click the "Register" button or "Register" link.



3. From the "Participating Institutions" drop-down list, select:

## **Bowling Green State University**

\*You do not need to select anything from the other lists\*

Steps: 1 2 3 4 5 6 7				
* Select An Institution				
* indicates a required field.				
Choose your institution from the appropriate dropdown menu. Choose only one institution. If you are affiliated with more than o institution, you will be able to select additional institutions after providing the information required.	ne			
Participating Institutions				
Bowling Green State University				
Veterans Affairs				
Denartment of Energy				
HIV/AIDS Network Coordination (HANC)				
Do not select anything				
Canadian Institutions				
India Participating Institutions				
Korea Participating Institutions				

- 4. Create a Username and Password following the defined rules
  - a. Complete steps 2 5
- 5. Step 6: Enter the correct information into the required fields marked with (\*)

Please provide the following information	requested by Bowling Green State University
* indicates a required field.	
Language Preference	
* Institutional email address	
* Gender	
* Highest degree	
Employee Number	
Department	
Role	
Address Field 1	
Address Field 2	

- 6. Click 'Continue to Step 7'
- 7. Scroll down to Question #5 Financial Conflicts of Interest

I work with Mice. Family: Kork with Frogs. Toads of Kork with Rats. Genus:	Muridae Cricetidae r other Amphibians Vatus
Question 5	
Financial Conflic	ts of Interest
BGSU faculty, postdoctoral resi contracts, or cooperative agree fulfills the requirements of the Services (DHHS) agencies inclu	sarchers, staff, and students involved in the design, conduct, and reporting of research performed under grants, ments are required to successfully complete the "Conflicts of interest Course" modules. Successful completion US Public Health Service (PHS) affiliated agencies, most notably the US Department of Health and Human ding the National Institutes of Health (NIH).
This training is required to be Sponsored Programs and Rese	successfully completed at least once every four years. If you have any questions, please contact the Office of arch at 419-372-2481.
Choose one answer	
<ul> <li>Conflict of Interest Cours</li> <li>Not at this time.</li> </ul>	

- 8. Select the radio button: Conflict of Interest Course
- 9. Click 'Complete Registration'
- 10. Check your email account. You will receive an email to finalize your registration. If you do not see it, check your SPAM or Junk folder.

- 11. When you login to your new account, you will see your personal 'dashboard' detailing your progress
- 12. Read and Agree to "The Integrity Assurance Statement" before beginning
  - a. Once you have agreed to this statement, your courses will become "active" links that you can select and complete the course

Vain Menu   My Profiles   CE Credit Status   My Reports   Support		
Vain Menu > Course Conflicts of Interest		
Conflicts of Interest - Stage 1		
To pass this course you must:	Your Current Score	
Complete all 3 required modules     Achieve an average score of 80% on all quizzes	0%	
You have unfinished modules remaining Complete The Integrity Assurance Statement before beginning the course		
You have unfinished modules remaining Complete The Integrity Assurance Statement before beginning the course		
You have unfinished modules remaining Complete The Integrity Assurance Statement before beginning the course	Date Completed	Score
You have unfinished modules remaining         Complete The Integrity Assurance Statement before beginning the course         Required Modules         CITI Conflict of Interest Course - Introduction (ID: 15177)	Date Completed 04/25/13	Score No Qu
You have unfinished modules remaining         Complete The Integrity Assurance Statement before beginning the course         Required Modules         CITI Conflict of Interest Course - Introduction (ID: 15177)         Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules (ID: 15070)	Date Completed 04/25/13 Incomplete	Score No Qu 0/0 (09
You have untinished modules remaining         Complete The Integrity Assurance Statement before beginning the course         Required Modules         CITI Conflict of Interest Course - Introduction (ID: 15177)         Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules (ID: 15070)         Institutional Responsibilities as They Affect Investigators (ID: 15072)	Date Completed           04/25/13           Incomplete           Incomplete	Score No Qu 0/0 (09
You have unfinished modules remaining         Complete The Integrity Assurance Statement before beginning the course         Required Modules         CITI Conflict of Interest Course - Introduction (ID: 15177)         Financial Conflicts of Interest: Overview. Investigator Responsibilities. and COI Rules (ID: 15070)         Institutional Responsibilities as They Affect Investigators (ID: 15072)         Optional Modules	Date Completed       04/25/13       Incomplete       Incomplete	Score No Qu 0/0 (09 0/0 (09

13. Select the "CITI Conflict of Interest Course - Introduction" to begin

<ol> <li>4.</li> <li></li></ol>	
For questions regarding Website navigation visit The CITI Knowledge base, or contact the Help Desk via Email Us - L Tel:+ 1 (305) 243-7970	ive Chat or
Continuing Education Credits and Certificate Fees	
Physicians (AMA PRA Category 1 Credit™)     2 Credits (3 modules: 1, 2 and 4) US\$ 40.00     Psychologists (APA CE Credit)     2 Credits (3 modules: 1, 2 and 4) US\$ 40.00     Nurses (CE Credits)     2 Credits (3 modules: 1, 2 and 4) US\$ 30.00	
Certificate of Completion for all other Participants	
I modules (1, 2 and 4) US\$ 40.00	
*The fees listed above are only applicable if you apply for continuing education credits for the course. Y required to pay these fees to receive a completion report.	ou are not
Credit Designation Period	
<ul> <li>Credit Designation Period: June 1st, 2012 – May 31st, 2015</li> <li>Date of Original Release: June 1st, 2012</li> </ul>	
Revised September 21, 2012	
Intere is no quiz for CITI Conflict of Interest Course - Introduction	
Go to the next required module: Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules Return to the module list for this course	This is how you will advance through each module

14. Once you have read and understand the text, click to advance to the next module