



Los Angeles County Department of Public Health Institutional Review Board (IRB)
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CITI HIPAA Training FAQs

What is CITI training?

The [Collaborative Institutional Training Initiative Program](#) (CITI), a program of the Biomedical Research Alliance of New York (BRANY), provides the training needed to ensure that all investigators and research study personnel who collect, access and analyze data, meet the minimum Federal standards to protect the privacy of patients and protected health information as set forth by the 1996 Health Insurance Portability and Accountability Act (HIPAA) that regulates the use/disclosure of an individual's health information.

Do I need to take CITI HIPAA training?

Los Angeles County investigators and project personnel must complete the HIPAA for Covered Entities training offered in Learning Link. All non-County investigators and project personnel doing research involving human subjects must take the CITI HIPAA Basics for Healthcare Professionals training before receiving IRB approval (whether their project collects PHI or not), and they must re-certify at minimum every two years.

How do I register for CITI HIPAA training?

Investigators and key personnel (anyone who analyzes identifiable data, collects, accesses or de-identifies data) can access CITI HIPAA training by going to the CITI website at: <https://citiprogram.org>

Which CITI HIPAA courses do I need to take?

Investigators and key study personnel need to take the following course:

- HIPAA Basics for Healthcare Professionals

Do I need to take the Good Clinical Practice (GCP) course?

No. This is an optional course.

My study is exempt. Do I still need to take CITI HIPAA training?

Yes. Even if a study is exempt, CITI HIPAA training (or equivalent) is required.

What if I have already taken CITI HIPAA training at another institution?

CITI HIPAA training at another institution can transfer to our IRB as long as it was taken within the past two years. Please submit a certificate along with the IRB application. See attached screenshots on how to print out a certificate.

What is the passing score?

A score of 80% is required to pass; module quizzes can be retaken if you did not score 100%.

How long does the training last, and does it need to be taken all at once?

The training will take approximately 45 minutes to 1 hour and can be started or stopped at any time.

Once you have
logged in, click on
"View Courses"

Institutional Courses

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to [add an affiliation](#). If you are no longer associated with a listed institution, you may want to [remove an affiliation](#).

Los Angeles County Department of Public Health

[View Courses](#)

Would you like to affiliate with another Institution?

[Add An Affiliation](#)

Independent Learner

Register as an independent learner to purchase course content. Before you purchase a course, please make sure you do not already have access to that course through an Institutional affiliation. Please note that refunds are not available for courses purchased as an Independent Learner.

[Register as an Independent Learner](#)

Learner Tools for Los Angeles County Department of Public Health

- [Add a Course](#)
- [Remove a Course](#)
- [View Previously Completed Coursework](#)
- [Update Institution Profile](#)
- [View Instructions Page](#)
- [Remove Affiliation](#)

Select "Add a Course"

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.

- Biomedical Research Investigators
- Social & Behavioral Research Investigators
- IRB Members: This Basic Course is appropriate for IRB or Ethics Committee members.

If you are only taking the HIPAA course at this time, you can leave Question 1 blank.

Question 2

Good Clinical Practice course

Please select the Good Clinical Practice course that you will like to review.

This question is required. Choose all that apply.

- Good Clinical Practice Course, US FDA Focus
- Good Clinical Practice Course for Clinical Trials Involving Investigational Drugs (ICH / international focus)
- Not at this time, thank you.

Choose "Not at this time, thank you."

Question 3

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
- Antibody Production
-

Leave blank unless working with animals

Question 4

HIPAA

Please select the Health Insurance Portability and Accountability Act (HIPAA) course you would like to review:

- HIPAA Basics for Healthcare Professionals
- None at this time

Select "HIPAA Basics for Healthcare Professionals"

Courses Ready to Begin

[Learner Tools](#)

Los Angeles County Department of Public Health
HIPAA for Education and Research
Stage 1 - Basic Course

0 / 3 modules completed

Start Now

Click on "Start Now" to begin training

