Responsible Conduct of Research Training Policy

Binghamton University provides Responsible Conduct of Research (RCR) training to support ethical research, enhance students’ educational experience and respond to NIH and NSF mandates. RCR training is required for all fellows, participants and scholars; including undergraduate students, graduate students and postdoctoral researchers receiving support through the NSF or NIH (i.e. training, career development, research education, dissertation research). All RCR training opportunities are designed to be in full compliance with these requirements and are supported by the Division of Research and the Office of Research Compliance. The University regards RCR training as a critical educational component for students engaged in research. RCR training is tailored to meet the specific needs of individual programs. Binghamton University provides the campus community with an array of online courses through the Collaborative Institutional Training Initiative (CITI) and face to face training through workshops. RCR opportunities are open to the campus community; including undergraduates, graduate students, faculty, staff and administrators.

Format

RCR training is designed for disciplines campus wide. However, the content can be tailored to a program’s specific requirements. Trainings are provided through CITI online courses, as well as Face-to-Face (F2F) workshops. Information about these trainings can be found at http://binghamton.edu/research/compliance/responsibleconductofresearch.html. CITI course offerings and RCR workshops are communicated directly to the Principal Investigators (PIs) by the Office of Research Compliance and to the campus community through various outreach feeds.

Online -The CITI course completion for all individuals identified as requiring RCR, or other applicable courses, is to be addressed within the first semester of study involvement. Documentation of completion will be verified by the Office of Research Compliance. The list of complimentary CITI courses offered by Binghamton University and the Research Foundation can be found in Appendix A.

Face-to-Face (F2F) - Individuals participating in an NIH program that requires F2F training will engage in no less than eight (8) contact hours of RCR training (unless the funded program is of short duration by design). F2F workshops will range in audience size and be kept at a level to allow for meaningful participation. The F2F workshops will be held each term (fall, spring, summer) and range in duration to accommodate varied schedules. Subject matter may include but is not limited to: Data Management, Sharing and Ownership; Responsible Authorship and Publication; Mentor/Mentee Relationships; Animal Welfare and the IACUC; Human Subject Protections and the IRB; Mentoring; Peer Review; Importance and Implications of Safety in Research; Personal, Professional, and Financial Conflicts of Interest; Ethics and Interactive Debates on Ethical Dilemmas through case studies; and Intellectual Property. Faculty and staff from across disciplines and departments will serve as speakers. Each PI will conduct F2F RCR trainings with those individuals engaged in research under their award in one-on-one and/or in small group settings. Staff from Research Compliance, Intellectual Property, Environmental Health and Safety, Radiation Safety, and Occupational Health and Safety are available to provide consultation as needed.
Health and Safety will supplement these trainings to ensure ethical, responsible, and safe conduct of research. One-on-one and small group trainings in animal research are conducted by the Laboratory Animal Resources staff and research faculty prior to such research engagement and in continuum.

**Compliance**
Upon notice of an NIH or NSF award, the Office of Research Compliance will contact the PI to identify individuals that will be engaged in the research activities under that award. Once identified, the Office of Research Compliance will contact these individuals to develop an RCR training plan. Documentation of completion for both online and F2F components will be maintained by the Office of Research Compliance in close coordination with the PIs. Those engaged in the RCR activities will be made aware of their progress. Documentation will include: the participant’s name and email address; the PI; course; course completion date and CITI completion certificate number(s). This information will be provided to the granting agency upon request. At the beginning of each semester, the Office of Research Compliance will contact the PIs to identify any new individuals being added to their research team that will require RCR training.

RCR training is an ongoing effort that occurs during a researcher’s education and throughout their career. The NIH requires that RCR training be completed no less than once every four years. The Office of Research Compliance will encourage training as early as possible and ensure it is completed in a timely manner, individuals will be instructed to complete applicable online CITI trainings within 30 days of notice, and those individuals who are required to complete F2F training will be notified in advance of various opportunities. PIs will be notified when an individual under their award has satisfied the requirement or is delinquent in CITI RCR course completion, F2F engagement, or RCR training obligations. Non-compliance in RCR training responsibilities may result in a suspension of funds until responsive actions are taken by the PI.

*CHIPS Act of 2022*
The Chips Act of 2022 mandates that all PI’s and Key Senior Personnel who have received an NSF award from August 1, 2022 to the present complete CITI RCR and Export Control training. When the Office of Research Compliance becomes aware of a new NSF award, PI’s and Key Senior Personnel working under that award will be notified of their obligation to complete the training. Their completion of the training will be tracked and recorded by the Office of Research Compliance.

*https://www.binghamton.edu/research/compliance/responsibleconductofresearch.html*
Appendix A

CITI Courses offered by Binghamton University
(04/20/2018)

1. Binghamton University CITI Custom
2. Biomedical Responsible Conduct of Research
3. Biosafety Officer Training - Basic/Initial
4. Conflict of Interest
5. Dual Use Research of Concern
6. Emergency and Incident Response to Biohazard Spills and Releases
7. Essentials for IACUC Members
8. Export Controls
10. GCP for Clinical Investigations of Devices
11. GCP for Clinical Trials with Investigational Drugs and Biologics (ICH Focus)
12. GCP for Clinical Trials with Investigational Drugs and Medical Devices (U.S. FDA Focus)
13. Human Gene Transfer
14. Biomedical Research (Human Subjects)
15. Social and Behavioral Researchers (Human Subjects)
16. IRB Members
17. Humanities Responsible Conduct of Research
18. IACUC Chair
19. IACUC Community Member
20. IACUC Member Refresher Case Studies
21. Initial Biosafety Training
22. Institutional Biosafety Committee Member Training
23. IO ACU
24. Nanotechnology
25. NIH Recombinant DNA Guidelines
26. OSHA Bloodborne Pathogens
27. Physical Science Responsible Conduct of Research
28. Post-Approval Monitoring (PAM)
29. Post-Procedure Care of Mice and Rats in Research
30. Public Health Research
31. Radiation Safety
32. Responsible Conduct of Research for Engineers
33. Select Agents, Biosecurity, and Bioterrorism
34. Shipping and Transport of Regulated Biological Materials
35. Social and Behavioral Responsible Conduct of Research
36. Stem Cell Research
37. USDA Permits
38. Wildlife Research
39. Working with Amphibians in Research Settings
40. Working with Ferrets in Research Settings
41. Working with Hamsters in Research Settings
42. Working with Mice in Research Settings
43. Working with Rats in Research Settings
44. Working with Reptiles in a Research Setting
45. Working with the IACUC