CITI Program Conflicts of Interest Training

TRAINING MUST BE COMPLETED EVERY 4 YEARS.

If you are a new employee to WCM, you must complete training again even if you completed conflicts training at your previous institution or organization within the past 4 years.

Failure to complete training will cause delays in funding/ expenditure of grant funds and could possibly cause WCM to be in noncompliance with federal regulations, awards (including subawards), contracts, and research agreements.

A. Registration (if you do not have a CITI account):
   2. Click on the “Register” link to create an account. This will bring you to a page where you can search for an organization.
   3. Type “Cornell” and then choose “Weill Cornell Medical College”.
   4. Follow the prompts to fill in an online registration form. You will be asked to supply a username and password. When choosing a username, it is suggested that you use the first 7 characters in your WCM email address (as an example: abc2001). Complete the registration using your WORK address, a work-place accessible email, etc.
   Please note that you do not have to pay to complete registration.

B. Already have a CITI account?
   1. Go to: https://www.citiprogram.org and log in to your CITI account with your current username and password.
   2. Click the “Weill Cornell Medical College Courses” menu item.

![CITI Program Registration Screenshot](image-url)
3. If you do not see Conflicts of Interest listed, click on Add a Course and then answer yes to Question 7:

* Question 7

Would you like to take the Conflicts of Interest course?

Choose one answer

- Yes
- No
4. Click the link to the “Conflicts of Interest” course and complete the following three COI modules:
   i. CITI Conflict of Interest Course – Introduction (COI-Basic) (ID: 15177)
   ii. Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules (COI-Basic) (ID: 15070)
   iii. Institutional Responsibilities as They Affect Investigators (COI-Basic) (ID: 15072)
   iv. Conflicts of Interest Organization-Specific Policies (ID: 17343)