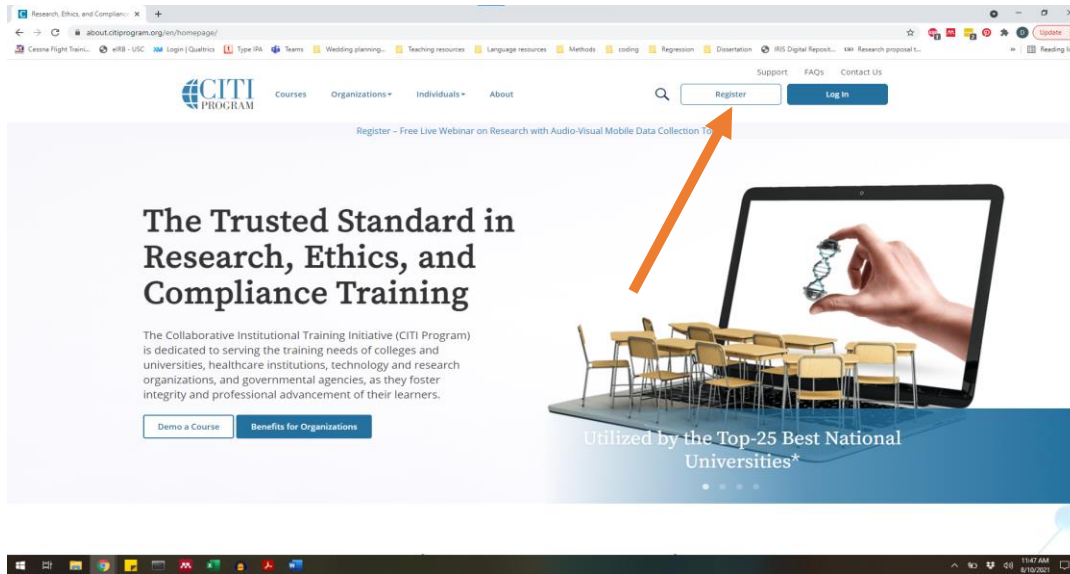


PARTICIPATING IN RESEARCH WITH THE GAB LAB

Welcome to the GAB Lab! We are so happy you would like to join us! In order to participate in research, you must complete two processes: CITI training, and a Moodle SLHOS course, to therefore get registered in the IRB system. These steps must be completed in this order, as successful completion of the CITI course is a requirement for joining research projects. For details see the “Human Subjects Protection Course” page on the Office of Research Compliance (<https://www.umt.edu/research/compliance/IRB/hspcourse.php>).

1. CITI Program registration and training - DO THIS FIRST!

1a. Register on the CITI website (<https://about.citiprogram.org/en/homepage/>). Complete the registration as an individual (do not click “Log in through my organization”). To begin registration, select the University of Montana under “Select Your Organization Affiliation”.



1b. After registration is complete, login with your username and password. Complete the course titled, “GCP – Social and Behavioral Research Best Practices for Clinical Research Stage 1 - Basic Course”. Complete all required modules. You may complete Optional Modules if you wish, but these are not necessary. If you previously completed the course titled, “Social & Behavioral Researchers Stage 1 - Basic Course” this may be substituted.

2. After you complete each course, you will receive a certificate of completion. You should email that to Dr. Danielle Fahey (danielle.fahey@umontana.edu) and/or the lab associate Juhi Singh (juhi.singh@umontana.edu) in charge of ethics compliance in order to keep in lab files. You should also email your preferred name, your year/major, your university email and the projects you are working on, along with a (professional) profile picture to Dr. Fahey or lab associate McKenna Flannigan (mckenna.flannigan@umconnect.umt.edu), as this will be added to the lab website.

3. You must also complete the SLHOS On-campus Clinic Onboarding course through Moodle. The required sections are: Clinic Guide; Bloodborne Pathogens Training; Incident Reporting; Safety; Health Information Privacy and Security. You are welcome to complete the rest of the optional sections as well but you are not required to. The more the merrier!

4. Finally, Dr. Fahey will contact the IRB to register an amendment adding you to the studies you are involved in. You cannot participate in research until the amendment is accepted. Contact Dr. Fahey or a lab associate to schedule an orientation meeting and to learn the lab meeting schedule.

TIPS:

- These tasks take a few hours. You can save your CITI training progress and resume later.
- If you are working as an RA/GA in the lab, track the hours to complete these tasks.
- Mozilla Firefox or Google Chrome browsers may work better than other browsers.
- Contact Dr. Fahey for assistance if you have any difficulties.