

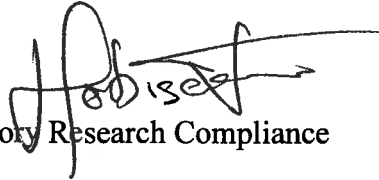
# HOWARD UNIVERSITY

Office of Regulatory Research Compliance

November 17, 2016

**TO:** All Clinical Investigators and Research Staff  
Howard University Hospital

**FROM:** Thomas O. Obisesan, MD, MPH  
Associate Vice President, Regulatory Research Compliance  
Designated Institutional Official



## **Reference: Clinician Scientists - Harmonization of HIPAA Training Requirements**

In an effort to better streamline the Health Insurance Portability and Accountability Act (HIPAA) training procedures, the Office of Regulatory Research Compliance (ORRC) and the Institutional Compliance Office have reached the following agreement. Henceforth, Clinician Scientists and Research Staff should only complete the Clinician Scientist module of the Collaborative Institutional Training Initiatives (CITI). A certificate of successful completion of this module is considered sufficient to meet the HIPAA training requirements of the ORRC and the Institutional Compliance Office. The certification is good for 2 years.

To complete the module, please log on to <https://www.citiprogram.org/> and follow the steps below:

- Under “My Learner Tools for Howard University Medical Center”, select “Add a Course or Update Learner Groups”.
- Under the section “Information and Privacy Security”, select the option “IPS for Clinician Scientist”.
- Complete the module, and send a copy of the certificate of successful completion to your Department/ Health Sciences Compliance Office, and a copy to the ORRC when submitting relevant applications to the Institutional Review Board (IRB).

Thank you

**CC:** Hugh E. Mighty, MD, Dean and Vice President, Clinical Affairs  
Saundra E. Brown, Esq., Chief Compliance Officer  
Department Chairs

