Human subjects' protection training is required for anyone listed on the research team of a study. The SLU IRB uses CITI training (www.citiprogram.org) for investigators to fulfill this obligation. If a research team member does their training as a SLU affiliate for the first time, this will automatically feed into a database that populates into eIRB. If a paper certificate was previously given to the IRB office or if the CITI training was originally done under a different institution’s affiliation, this may not be the case. SLU IRB staff tried to transfer as many of this latter set as possible into the new database but there are many that did not make the transfer. The instructions in eIRB state, "If you have completed training that is not auto-populated below, upload a copy in the Attachments section."

If the training did not auto-populate and you feel that it should have, please call the IRB office at 977-7744 BEFORE you submit the protocol to the IRB. We may be able to check sources or the CITI training site and get the issue corrected. Once a protocol is submitted, if training has not auto-populated on the Personnel Information page and there is no certificate attached, the protocol will be returned.

For further tips or instruction, please see the eIRB user guides and quick sheets on the IRB web site.