RCR Compliance Policy

Highlights of Changes Effective
January 1, 2016
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2015 vs. Revised Policy: Which One Applies?

- If you have satisfied your training requirements under the “older” (2015) policy, you will not need further training.

- If you were appointed to a covered project on or after February 1, 2015 and you still need to complete the training, you will transition to the revised policy.*

For more information, contact Judy Willis (judy.willis@gatech.edu).

* Doctoral students who have an admit date prior to Fall 2011 can contact OSP if they need to discuss other options for satisfying the in-person training requirement.
# The RCR Compliance Training Matrix

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Type of Training</th>
<th>Undergrad</th>
<th>Master’s</th>
<th>Doctoral</th>
<th>Postdoc</th>
<th>Faculty and Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NSF</strong></td>
<td>Online</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>(encouraged but not required)</td>
</tr>
<tr>
<td></td>
<td>In-Person</td>
<td>Required (1 hour)</td>
<td>Required (2 hours)</td>
<td>Required* (RCR Doctoral Course)</td>
<td>Required (4 hours)</td>
<td></td>
</tr>
<tr>
<td><strong>NIH</strong></td>
<td>Online</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>(encouraged but not required)</td>
</tr>
<tr>
<td></td>
<td>In-Person</td>
<td>Required (8 hours)</td>
<td>Required (8 hours)</td>
<td>Required* (RCR Doctoral Course)</td>
<td>Required (8 hours)</td>
<td></td>
</tr>
<tr>
<td><strong>NIFA</strong></td>
<td>Online</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
</tr>
<tr>
<td></td>
<td>In-Person</td>
<td>(encouraged but not required)</td>
<td>(encouraged but not required)</td>
<td>(encouraged but not required)</td>
<td>(encouraged but not required)</td>
<td>(encouraged but not required)</td>
</tr>
<tr>
<td><strong>PURA</strong></td>
<td>Online</td>
<td>Required</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>In-Person</td>
<td>(encouraged but not required)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

[http://rcr.gatech.edu/compliance-training-matrix](http://rcr.gatech.edu/compliance-training-matrix)
Changes for Applicable Undergraduates

Previous (2015) Policy

- **PURA**
  - An online CITI RCR course

- **NSF**
  - An online CITI RCR course and 4 hours of in-person training

- **NIH**
  - An online CITI RCR course and 8 hours of in-person training

Revised Policy

- **PURA**
  - No proposed change

- **NSF**
  - An online CITI RCR course and 1 hour of in-person training

- **NIH**
  - No proposed change
Changes for Applicable Master’s Students

Previous (2015) Policy

- **NSF**
  - An online CITI RCR course and 4 hours of in-person training

- **NIH**
  - An online CITI RCR course and 8 hours of in-person training

Revised Policy

- **NSF**
  - An online CITI RCR course and 2 hours of in-person training

- **NIH**
  - No proposed change
Changes for Applicable Doctoral Students

Previous (2015) Policy

- **NSF**
  - An online CITI RCR course and 4 hours of in-person training

- **NIH**
  - An online CITI RCR course and 8 hours of in-person training

Revised Policy

- All doctoral students are required to complete the same online training but following the Doctoral Academic Policy, in-person training must occur in an approved doctoral RCR course.*

* Doctoral students who have an admit date prior to Fall 2011 can contact OSP if they need to discuss other options for satisfying the in-person training requirement.
Changes for Applicable Postdoctoral Researchers

Previous (2015) Policy

- **NSF**
  - An online CITI RCR course and 4 hours of in-person training

- **NIH**
  - An online CITI RCR course and 8 hours of in-person training

Revised Policy

- No proposed changes.
Changes to Timeline

Previous (2015) Policy

- **Online Training**
  - within 90 days of appointment to the project or end of the semester, whichever is later

- **In-Person Training**
  - within one year of appointment to the project

Revised Policy

- **Online Training**
  - within 90 days of appointment to the project or before the applicable person graduates or otherwise leaves the Institute even if that imposes a shorter deadline.

- **In-Person Training**
  - within one year of appointment to the project or before the applicable person graduates or otherwise leaves the Institute even if that imposes a shorter deadline.*

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* An exception to the in-person deadline can be made for those graduate programs who offer their RCR course after the first year.
New Sponsor Added: USDA NIFA

All researchers funded through the National Institute of Food and Agriculture (NIFA) program, including the principal investigator, other faculty members, students, postdocs, and any staff participating in the research project (defined as those who are funded by the project), must at a minimum complete an online CITI RCR course.
Retraining and Change in Career Stage

Any applicable trainee who received RCR training during one career stage at Georgia Tech (for example, as an undergraduate student) and is required to complete RCR training after changing to a different career stage at the Institute (for example, by becoming a master’s student) must complete any additional RCR training requirements associated with the latter career stage.

At a minimum, a trainee in this circumstance must complete at least 1 additional “in-person” training hour.
NIH Retraining Requirement

According to the NIH, “Reflection on responsible conduct of research should recur throughout a scientist’s career: at the undergraduate, post-baccalaureate, predoctoral, postdoctoral, and faculty levels ... Instruction must be undertaken at least once during each career stage, and at a frequency of no less than once every four years.”

The PIs of covered NIH projects are required to develop an RCR training plan that addresses the re-training issue and ensure that their trainees adhere to that training plan.
For PIs: Changes in Documentation Requirements

Previous (2015) Policy

- Any training which occurs outside of approved OSP Training Events or courses in Banner must be documented by the PI and placed in the project file.

Revised Policy

- Any training which occurs outside of approved OSP Training Events or approved RCR courses must be documented by the PI and records placed in the project file.
For PIs: Routing Form Revision (Page 3 RCR Addendum)

Check box to acknowledge Online Training requirement for NSF and NIH

Check boxes for NSF and NIH In-Person Training options based on Funding Source and Career Stage

Check box for USDA-NIFA

“Checkbox” format which will be adaptable to e-Routing Form

Footnotes to clarify documentation requirements, applicability and training deadlines

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http://osp.gatech.edu/forms/routingform.pdf
Helpful Links

- RCR Compliance Policy [http://policylibrary.gatech.edu/research-support/responsible-conduct-research-compliance-policy]
- Compliance Training Matrix [http://rcr.gatech.edu/compliance-training-matrix]
- Online CITI RCR Training [http://rcr.gatech.edu/online-training]
- Approved RCR Doctoral Courses [http://rcr.gatech.edu/doctoral-courses]
- Approved OSP Training Events [http://rcr.gatech.edu/workshops]
- Contact Us [http://rcr.gatech.edu/contact]