

December 2014 HSPO Update

Single Sign-On Access to CITI IRB Courses Now Available

A single sign-on (SSO) process is now available to use your PSU institutional user ID and password when logging into the CITI website. The quickest access to CITI is now via the new PSU page, citi.psu.edu, then select the HMC/COM link. To use SSO from the main CITI web site log in page (www.citiprogram.org) select the 'Log in through my institution' link, then choose Pennsylvania State Univ- Hershey from the list of institutions. The [CITI Course Instructions](#) have been updated with this information.

Note: If you have created multiple CITI accounts, use the link on the main CITI web site log in to merge all your accounts into one under your SSO account. Please call the HSPO (x5687) if you have questions about this process.

Revised Data Security and Integrity policy

The updated policy for Security and Integrity of Human Research Data goes into effect December 1. See the [Investigator Resources](#) page for the policy and slides summarizing the changes, which include:

- definition of PSH researchers and external researchers
- a new 2-level categorization for data
- requirements for data transfer and/or sharing

A new [Research Data Plan Review Form](#) has been created for use with the IRB submission. The new form will be posted in the CATS IRB Library in December, and is available on the IRB website in the interim.

Notice Regarding Continuing Review Cycle Change

December 9 marks a year that CATS IRB has been active for Penn State Hershey, which means we will soon celebrate the conclusion of the very lengthy submission and review process that was necessary for converting existing studies into CATS IRB. This means the HSPO staff will now be able to rely on the CATS IRB system to manage the timing of all CR reviews, rather than manually triaging incoming CR submissions. All submissions will be assigned to undergo review, or assigned to a board, at the time of receipt. As a result, for researchers who make early CR submissions for renewal the approvals may be issued sooner than expected, and if this occurs frequently for the same study the effect will be shortened approval periods from what was originally granted. For sponsored research that incurs continuing review fees a shortened approval period could result in additional renewal fees over time. Researchers should keep in mind that the renewal notices are issued automatically at 90, 60 and 45 days and plan accordingly. Please contact the HSPO with any questions about the CR submission process.

Upcoming IRB Workshops

- **CATS IRB Training-** Dec. 9, 9:30–11:00 a.m., #C2610; open **Help Hours** 11:00-12:00 p.m.
- **Reportable New Information** - Dec. 18, 1:30–3:00 p.m., Call x5687 to pre-register.

For questions regarding information in this HSPO Update contact the HSPO at 531-5687.