1. Go to [https://citiprogram.org](https://citiprogram.org)
2. Log in to your CITI account using your CITI Username and Password

![CITI Program](https://example.com/citi-program-screenshot.jpg)

3. Click on the applicable institution (Brigham and Women’s Hospital or Massachusetts General Hospital)
4. Click Add a Course
5. Click Next

![CITI Program](https://example.com/citi-program-screenshot.jpg)

MASSACHUSETTS GENERAL HOSPITAL SCREEN SHOTS (BWH learners go to #12 for BWH SCREEN SHOTS)
6. Check the box next to Will you be working with humans (IRB courses)?
7. Click Next

![CITI Program](https://example.com/citi-program-screenshot.jpg)

8. Select Biomedical Research
9. Click Next
10. Select Good Clinical Practice Course
11. Click Next
BRIGHAM AND WOMEN’S HOSPITAL SCREENS

12. Check the box Good Clinical Practice
13. Click Next

| * Please make the appropriate selection(s) below: |
| Choose all that apply |
| ☐ Human Subjects Research Basic Course |
| ☐ Human Subjects Research Refresher/Continuing Education |
| ☑ Good Clinical Practice |
| ☐ Responsible Conduct of Research |

Next  Start Over

14. Select Good Clinical Practice Course
15. Click Next

\[ \text{Good Clinical Practice} \]

This course is only to be completed if you have been told by a sponsor or someone other than the IRB that you need to complete a course on Good Clinical Practice. NOTE: this course does not fulfill the IRB human subject protection education requirement. Choose one answer

- ☑ Good Clinical Practice Course
- ☐ Not applicable

Next  Start Over

16. Click on CITI Good Clinical Practice Course to begin the course
17. Click on Complete The Integrity Assurance Statement before beginning the course
18. Read and check the box I agree...
19. Click on each required module and complete them sequentially.
20. The Partners Human Research Office generates reports of course completions every business day for the prior business day and, when applicable, weekend/holiday and uploads the information to the Insight users’ training tab in Insight.

21. Contact the **IRB Help Line 857-282-1900** or Rosalyn Gray 857-282-1903 if you have any questions.