



# University of Pittsburgh

Office of the Provost  
Research Conduct and Compliance

132 Cathedral of Learning  
4200 Fifth Avenue  
Pittsburgh, PA 15260  
412-624-2202  
Fax: 412-624-6903  
ghuber@pitt.edu

George A. Huber, JD, MSIE, MSSM  
~~Interim~~ Vice Provost  
Professor of Health Policy & Management

**TO:** Deans, Directors & Chairs; Presidents; University Faculty  
**FROM:** George A. Huber, JD, MSIE, MSSM *George Huber*  
Vice Provost for Research Conduct and Compliance  
**SUBJECT:** Updated requirements for Conflict of Interest (COI) and  
Responsible Conduct of Research (RCR) training

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The University is required to establish procedures for training in Conflict of Interest (COI) and Responsible Conduct of Research (RCR) that comply with relevant federal regulations and the requirements of other external research funding sources. The Research Conduct and Compliance Office has recently completed a review of COI and RCR training to identify areas where training requirements can be simplified and burdens on faculty and staff can be minimized.

Therefore, I am writing to notify you of the following changes in COI and RCR training requirements.

- Regardless of sponsor, for successful new applications for research funding that are submitted after February 1, 2017, release of funding will be contingent upon all investigators on the project having completed COI and RCR training within four years prior to the date of release. This supersedes the present requirement that training be completed *prior to submission* of a research funding application.

- Investigators will now be required to refresh their COI and RCR training only every four (4) years, instead of every three (3) years.

- Starting immediately, all investigators are required to use the CITI COI and RCR courses to fulfill these training requirements. \*

\*Many investigators who are not supported by agencies of the Public Health Service (PHS) have completed an ISER module to fulfill their COI training requirement, but may now use only the CITI course. Furthermore, personnel on IACUC protocols, for whom retraining in RCR has not previously been required, will now need to retrain every four years. To allow time for this changeover, the deadline for these two groups to complete the CITI courses (COI or RCR, respectively) is February 1, 2018, or for COI, prior to commencing work on a PHS-funded research project (whichever comes first).

For answers to questions regarding RCR training, please email [askirb@pitt.edu](mailto:askirb@pitt.edu) and regarding COI training, please contact the Director of the COI Office, David Wehrle, at 412-383-1774.

[This memo supersedes the October 28, 2011 memo from the Provost regarding COI and RCR training, and updates COI training requirements presented in the Vice Provost's August 2012 memo on "Revised Conflict of Interest Policy and Required Training".]