The University of Pittsburgh now requires the completion of CITI training modules for all individuals conducting or responsible for oversight of human subject research.

To simplify user access and better track completion of required research courses, we have built a special pathway or portal to access CITI using the current Pitt HSConnect login process. This will allow users and administrators to continue to use the same method to identify which courses have been completed.

All new investigators and research team members, including non-Pitt/UPMC investigators, must create an account on the University of Pittsburgh HSConnect site which can be completed by using a link displayed on the OSIRIS (on-line IRB application) login page or going directly to www.hsconnect.pitt.edu.

Users must go through the Pitt CITI Access Portal to affiliate with the university as there is no way to directly affiliate with the university from the CITI website.

This information sheet is designed to provide you with the basic tools to create your CITI account and complete the required research courses. If you have an existing CITI account, it is important you follow instructions so a duplicate account is not created.

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Creating your Pitt CITI account

Select your CITI courses

Users with existing CITI account

If you have any questions, please contact us at irb@pitt.edu and we will be happy to assist you.
First Time Login – Create Your Pitt CITI Account

**Step 1:** Do you have a Pitt HSConnect account?

- If **Yes**, go to Step 2
- If **No**, go to [www.hsconnect.pitt.edu](http://www.hsconnect.pitt.edu), create your Pitt account and then go to Step 2
- If **Unsure**, contact us at irb@pitt.edu before proceeding

**Step 2:** Go to [www.citi.pitt.edu](http://www.citi.pitt.edu), click **Login** and enter your HSConnect account information

**Step 3:** This page will displayed only once for first time users so existing CITI accounts can be linked

**Step 4:** Use the [Click here](#) link to complete the enrollment process

*Your Pitt/CITI account has now been created and you will not repeat these steps*

You can now select your course or exit the site and complete your courses at a later time.

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Step 1: Go to [www.citi.pitt.edu](http://www.citi.pitt.edu) to log into the CITI website.

Step 2: Click on [View University of Pittsburgh instructions page](http://View University of Pittsburgh instructions page) and review the requirements before proceeding.

Step 3: Click on [Add a course or update your learner groups](http://Add a course or update your learner groups).

Step 4: Use the checkboxes to select your learner group and optional GCP course.

*If you selected the incorrect learner group, revise using [Add a course or update your learner groups](http://Add a course or update your learner groups) link.*
**Step 5:** You are now redirected back to the CITI main menu

Scroll to the University of Pittsburgh section and click on **Enter** to access the courses

<table>
<thead>
<tr>
<th>My Courses</th>
<th>Status</th>
<th>Completion Reports</th>
<th>CME/CEU Credits</th>
<th>Voluntary Satisfaction Survey</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good Clinical Practice Course, GCP</td>
<td>Not Started - Enter</td>
<td>Not Earned</td>
<td>N/A</td>
<td>Not Available</td>
</tr>
<tr>
<td>Social &amp; Behavioral Research - Basic Refresher, Basic Course</td>
<td>Not Started - Enter</td>
<td>Not Earned</td>
<td>N/A</td>
<td>Not Available</td>
</tr>
<tr>
<td>Social and Behavioral Responsible Conduct of Research, RCR</td>
<td>Not Started - Enter</td>
<td>Not Earned</td>
<td>N/A</td>
<td>Not Available</td>
</tr>
</tbody>
</table>

Click on **Re-enter** to access courses started but not completed

<table>
<thead>
<tr>
<th>My Courses</th>
<th>Status</th>
<th>Completion Reports</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good Clinical Practice Course, GCP</td>
<td>Incomplete - Re-enter</td>
<td>Not Earned</td>
</tr>
<tr>
<td>IRB Members - Basic/Refresher, Basic Course</td>
<td>Incomplete - Re-enter</td>
<td>Not Earned</td>
</tr>
<tr>
<td>Social and Behavioral Responsible Conduct of Research, RCR</td>
<td>Incomplete - Re-enter</td>
<td>Not Earned</td>
</tr>
</tbody>
</table>

**Step 6:** You are required to complete **The Integrity Assurance Statement** before going forward to the modules. It may take you a few hours to complete the basic courses which do not have to be completed in one session. There is also no limit to the number of times you can take the quizzes.

**Note:** You will be able to select another learner group as displayed in **Step 4** once you complete the current course.
You must have or create a Pitt HSConnect account in order to affiliate with the University of Pittsburgh (we are not listed in the participating institutions display)

You must know your CITI username and password in order to link courses previously completed

Important: You will only have the opportunity to link your CITI accounts during your initial login to the Pitt CITI access portal

When you link your CITI account, all CITI modules previously completed for another institution which match Pitt requirements will be displayed as demonstrated below:

![Image of CITI modules](image-url)