1) You can verify training in iRIS as you add personnel to your application or personnel amendment. Once you search for a study team member’s name, click on the icon under the training column to view their training report.

2) You can verify a study team members training by opening the study and clicking on the “Study Management” tab, then “Study Summary/Profile”, and then clicking on the icon next to the person’s name. (Note: If you have a new application in process that has not been submitted, click to open/view it, then click the back arrow and it will take you to this screen).
How To Verify CITI Training in iRIS

[Image of a screenshot showing a study management interface with Study Details and Study Tasks sections.]

Submissions

Study Details
- Study Summary/Profile
- Screen Access
- Key Personnel
- External Personnel
- Review Board Selection
- Department Access

Study Tasks
- Study Notebook

Sponsors & Subrecipients
- Sponsor
- Subrecipients