Overview of RCR
Training Requirements

Kelly Xintaris
Research Training Manager
Office for Research Integrity

researchintegrity.northwestern.edu
ORI & RCR

Office for Research Integrity

• Promotes research integrity and the responsible conduct of research
• Serves as a confidential source for reporting research-related concerns
• Facilitates review of alleged research misconduct
• Helps researchers navigate complex research compliance and administrative arenas
• Creates and facilitates training seminars
• Monitors compliance with NSF RCR training requirements
Goal is for anyone involved in research to perform the most ethical research possible.

RCR training topics generally include:

- Authorship
- Plagiarism
- Peer review
- Research misconduct
- Data management
- Collaborative research
- Conflict of interest
- Animal subjects welfare
- Human participant protections
- Mentoring
RCR Training at Northwestern

- Strongly encouraged for all students, staff, and faculty involved in research

- Federal regulations require RCR
  - National Institutes of Health (NIH)
  - National Science Foundation (NSF)

- Northwestern schools, departments, and programs have policies that detail who needs to complete RCR
  - Some schools/departments require RCR training for all PhD students and postdoctoral researchers, regardless of funding
    - McCormick School of Engineering (all departments)
    - Weinberg College of Arts & Sciences: Chemistry dept.
NIH RCR Training Requirements

- All individuals (undergraduate students, graduate students, postdoctoral researchers, fellows, participants, scholars) who receive funding or support from specific types of NIH awards must participate in RCR training
  - Awards included: NIH training awards, individual career development awards (K), institutional career development awards, research education grants, research service awards (NRSA) and/or dissertation research grants

- At Northwestern:
  - WBT is not acceptable. May be appropriate for short programs.
  - ILT is REQUIRED (minimum 8 hours), at every career stage and at least every 4 years
  - Training faculty and sponsors/mentors are highly encouraged to contribute both to formal and informal instruction
NSF RCR Training Requirements

- All undergraduate students, graduate students, and postdoctoral researchers supported by any NSF award must complete RCR training
  

- At Northwestern:
  - All WBT is via the CITI platform ([www.citiprogram.org](http://www.citiprogram.org))
  - For ILT:
    - Graduate students must register via CAESAR
    - Postdocs must register via myHR Learn ([learn.northwestern.edu](http://learn.northwestern.edu))
## NSF RCR Training Requirements

<table>
<thead>
<tr>
<th></th>
<th>Web-Based Training (WBT, CITI)</th>
<th>Instructor-Led Training (ILT)</th>
<th>Timeframe from “Earns Begin / Journal From” date</th>
<th>Mandatory?</th>
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<tr>
<td>Undergrad Students</td>
<td>YES</td>
<td>NO</td>
<td>60 days</td>
<td>YES</td>
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<tr>
<td>Grad Students &amp; Postdocs*</td>
<td>Department-dependent</td>
<td>YES</td>
<td>1 year</td>
<td>YES</td>
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- The PI of the NSF grant is ultimately responsible
- All salary charges for non-compliant trainees must be removed from the NSF award and charged to a non-sponsored account
- myHR Learn automatically assigns RCR training “curriculums” (WBT & ILT)

* If trainee leaves NU before 1 year, a minimum of WBT **must** have been completed to be compliant.
NSF RCR Training Requirements

- Visiting Scholars and Visiting Postdoctoral Fellows
  - Must complete RCR ILT training with their affiliated school or department.
  - Some schools and departments also require RCR WBT
  - Visiting Scholars who are faculty at another institution are not required to take RCR training

- Faculty and Staff
  - Faculty who receive funding or support from any NIH training, an individual career development award, an institutional career development award, a research education grant, and/or a dissertation research grant, must complete RCR training.
  - Staff involved in research conduct may be interested in RCR education and are encouraged to explore available training opportunities.
How myHR Learn “Assigns” RCR Training

• myHR Learn sends training assignment via email to trainee after salary is first charged to the NSF award (“Earns Begin” date)
• Trainees receive notifications for each curriculum (WBT, ILT) assigned based on their “job type”

Trainee Name,

A new curriculum of courses has been added to your learning plan. This means you have an exciting learning opportunity ahead of you. Depending on your job, this may also be a regulatory training requirement. You can explore your options and get started!

RCR curriculum for graduate students and postdoctoral researchers-ILT

INFORMATION

Start Date: 29-OCT-2015
Target Completion Date: 28-OCT-2016

NEXT …

Go to the Curriculum Page where you will get guidance on what courses you can take, and how to get started. Have fun learning.
RCR ILT Courses

Feinberg School of Medicine
1. Colloquium on Integrity in Biomedical Research (IGP 494-0)
2. Taking Responsibility for the Responsible Conduct of Research (NUCATS)

McCormick School of Engineering
1. RCR Training: MEAS General (GEN_ENG 519-0)

School of Communication
1. RCR Training: Media, Technology, and Society (MTS 519-0)

School of Education and Social Policy
1. RCR Training: Human Development and Social Policy (HDSP 519-0)
2. RCR Training: Learning Sciences (LRN_SCI 519-0)

Weinberg College of Arts & Sciences
1. RCR Training: Anthropology (ANTHRO 519-0)
2. RCR Training: Chemistry (CHEM 519-0)
3. RCR Training: Earth and Planetary Sciences (EARTH 519-0)
4. RCR Training: Economics (ECON 519-0)
5. Ethics in Biological Research: Interdisciplinary Biological Sciences (IBIS 423-0)
6. RCR Training: Interdisciplinary Biological Sciences (IBIS 519-0)
7. RCR Training: Linguistics (LING 519-0)
8. RCR Training: Mathematics (MATH 519-0)
9. Conduct in Neuroscience Research: Interdepartmental Neuroscience Program (NUIN 490-0)
10. RCR Training: Physics and Astronomy (PHYSICS 519-0)
11. RCR Training: Political Science (POLI_SCI 519-0)
12. RCR Training: Psychology (PSYCH 519-0)
13. RCR Training: Sociology (SOCIOL 519-0)
14. RCR Training: Statistics (STAT 519-0)
Registration for RCR ILT: Graduate students & Postdocs

Notification to trainee & Trainee on compliance report

GRAD Student? YES

Enrolls through CAESAR, completes the ILT & CAESAR info in MyHR Learn

NO

Enrolling through MyHR Learn, completes the ILT & grades directly entered in MyHR Learn

Good Job! The trainee is compliant!
RCR WBT courses for Northwestern (on the CITI platform):

1. RCR course for undergraduate students
2. RCR course for graduate students and postdocs

Both courses consist of these modules:
1. Introduction to RCR
2. Authorship
3. Collaborative Research
4. Conflicts of Interest
5. Data Management
6. Mentoring
7. Peer Review
8. Research Misconduct
9. Plagiarism

The grad/postdoc course also has a Human Subjects Research module.
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Monitoring and Maintaining Compliance

Use the RCR compliance report to:

- **Proactively check for all upcoming due dates**, even those that are 6+ months away
- **Communicate with trainees** to ensure that they are on track (they are aware of the requirements, how to register, etc.)

Please note:
- ILT extension requests are rare and granted only for exceptional circumstances
- If trainees are non-compliant, schools/units must email ORI with verification that salary has been removed from the NSF award and charged to a non-sponsored account
What’s Next?

RCR Training Compliance Reporting Tool

You will be able to:

- Look up and confirm RCR training completion status for any RCR training curriculum in one place (NSF, McCormick, Chemistry)
- Monitor RCR training completion status on a regular monthly basis and whenever needed. The data is in real time!
- Proactively alert the appropriate parties, to help ensure and maintain ongoing compliance with the RCR training policies
- Create, run, and save your own custom reports!
Northwestern’s RCR training requirements and additional information can be found on the ORI website:

http://www.researchintegrity.northwestern.edu/responsible-conduct-of-research-rcr-training

ORI can assist with additional RCR-related questions:
kelly.xintaris@northwestern.edu
312-503-2748
Questions?