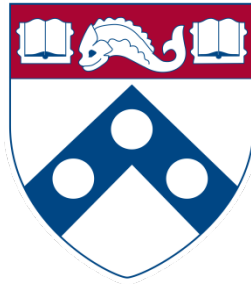


# COMMUNITY PARTNER TRAINING



HUMAN RESEARCH PROTECTIONS  
TRAINING PROGRAM FOR COMMUNITY  
RESEARCHERS

<http://cptraining.med.upenn.edu>

# HUMAN RESEARCH PROTECTIONS TRAINING

## *WHY IS THIS NEEDED?*

**There are many examples throughout history of research causing harm**

- Exploiting disadvantaged populations without benefit
- Experimenting on people without their knowledge
- Dangerous research
- Violations of privacy

**The federal government has made laws for how research should be done**

- Protecting participants
- Informing participants
- Reviewing research before it starts

**Everyone doing research must follow these rules and IRBs enforce these rules at the local level in order to protect the rights and welfare of participants.**

# HUMAN RESEARCH PROTECTIONS TRAINING REQUIREMENTS

*Required for community partners who are considered “engaged” in conducting human research*

This includes but is not limited to:

- 1) Interacting or intervening with research participants (e.g. administering a survey, performing a research test, etc.)
- 2) Consenting research participants
- 3) Participating in the collection of or having access to identifiable data from research participants

More information: <http://cptraining.med.upenn.edu/irb>

# HUMAN RESEARCH PROTECTIONS TRAINING REQUIREMENTS

**Those engaged in research are required to complete training in the protection of human subjects.**

Training requirements can be met by completing the CITI Program or the Community Partner Training Program.

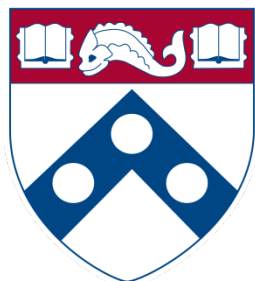
## **The CITI Program**

- Used by many universities
- Requires university affiliation to access
- Assumes background knowledge on research

## **The Community Partner Training Program**

- Meets training requirements for the responsible conduct of human research
- Is tailored to unique issues that community research partners may encounter
- Explains the special rules for human research (what they are and why they exist) and your important role on the research team
- Ensures all members of the research team understand the rules for human research and treat research participants fairly

# COMMUNITY PARTNER TRAINING



<http://cptraining.med.upenn.edu>

*A collaboration between the Community Engagement and Research (CEAR) Core of the UPenn CTSA and the UPenn Human Research Protections Office*

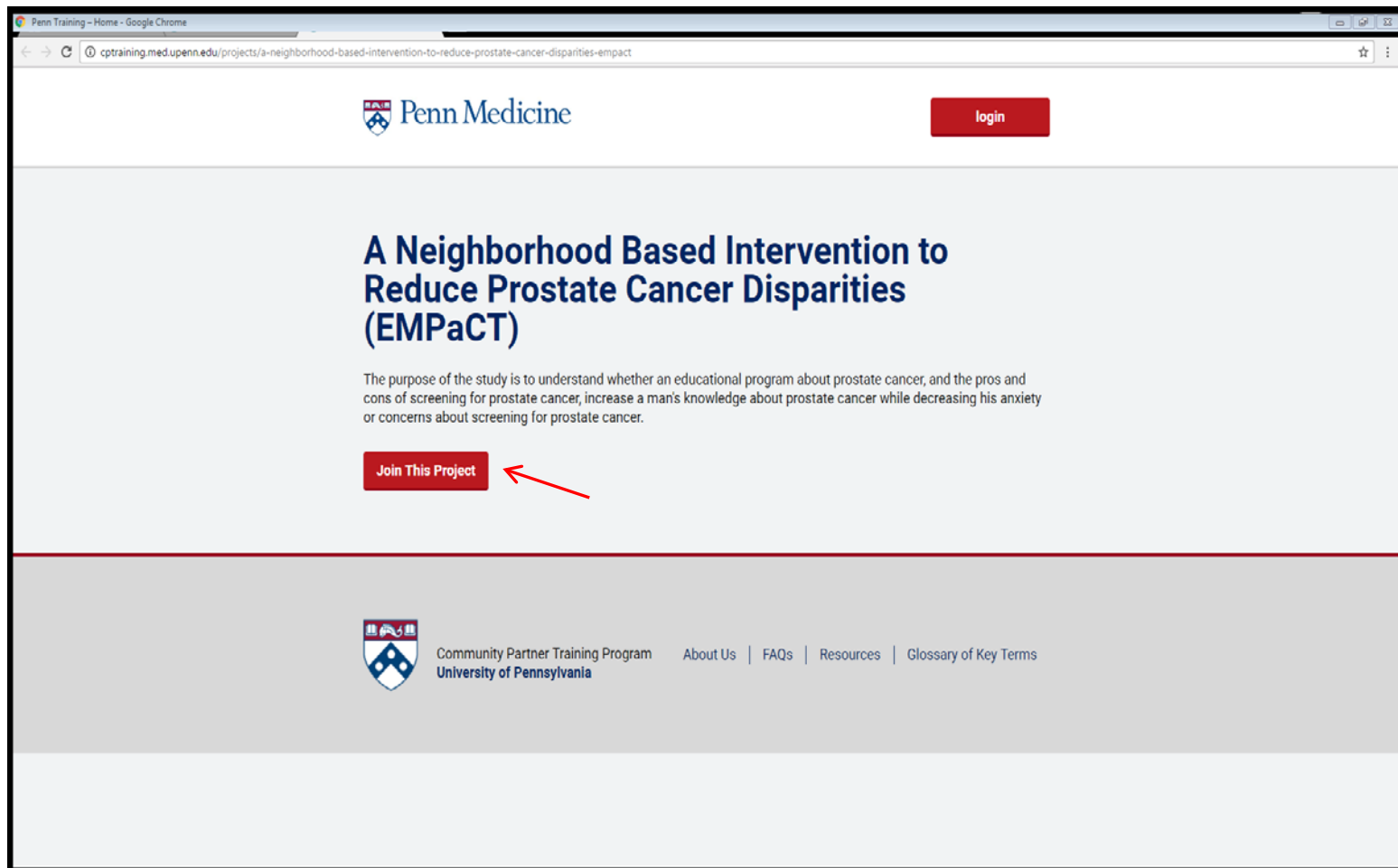


**CTSA** Clinical & Translational<sup>®</sup>  
Science Awards

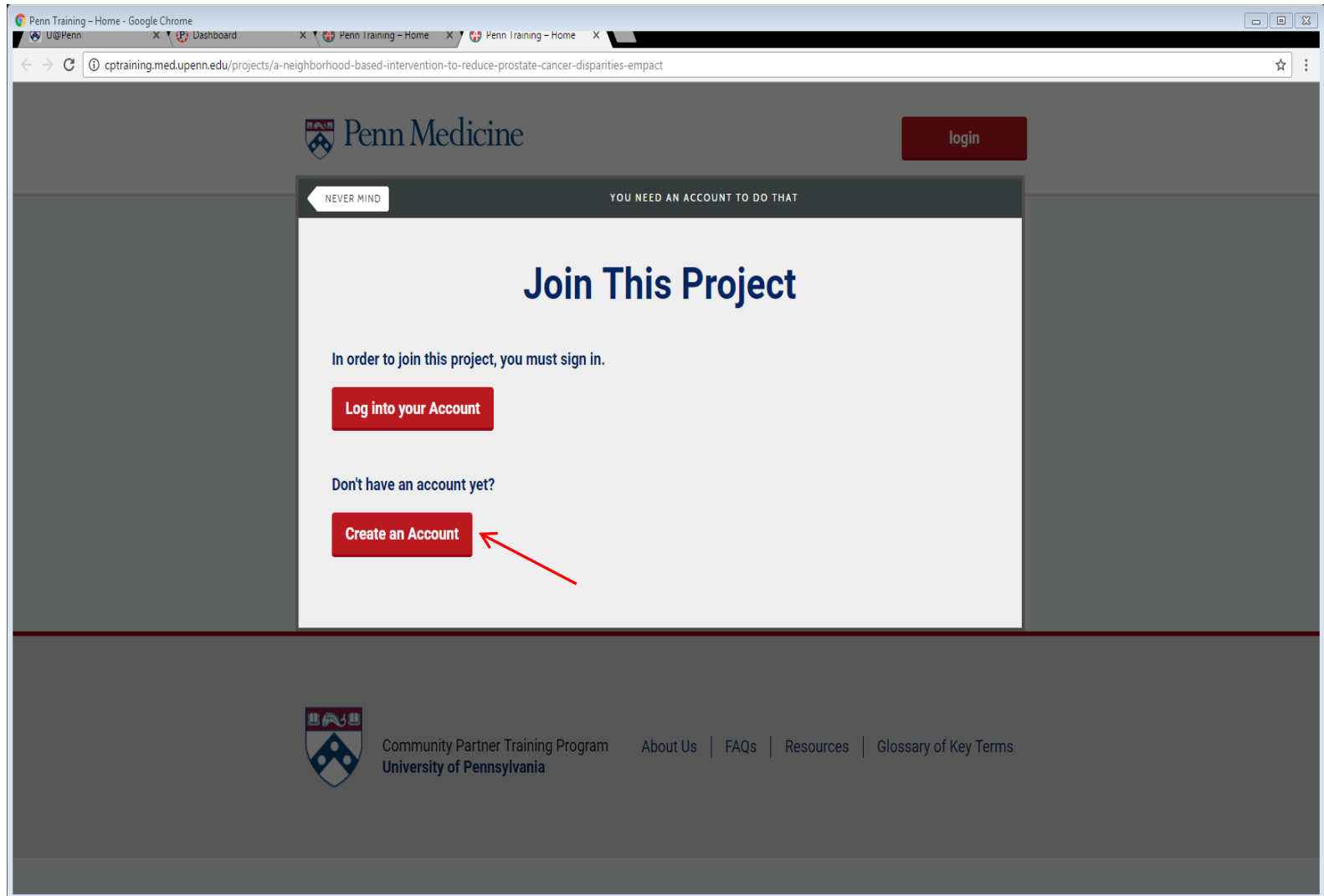


# How to Join a Project as a Community Partner

You will receive an email from your study coordinator with the link to join your project



Create an account to access the training, or login to an existing account if you already have one from a previous project.



Penn Training – Home - Google Chrome

U@PennDashboardPenn Training – Home

← → ↻

Not secure | cptraining.med.upenn.edu

★

CANCEL

SIGN UP FOR AN ACCOUNT

SIGN UP

FIRST NAME \* REQUIRED

LAST NAME \* REQUIRED

FULL NAME \* REQUIRED

GENDER \* REQUIRED

CHOOSE ONE

RACE \* REQUIRED

CHOOSE ONE

DATE OF BIRTH \* REQUIRED

Month

Day

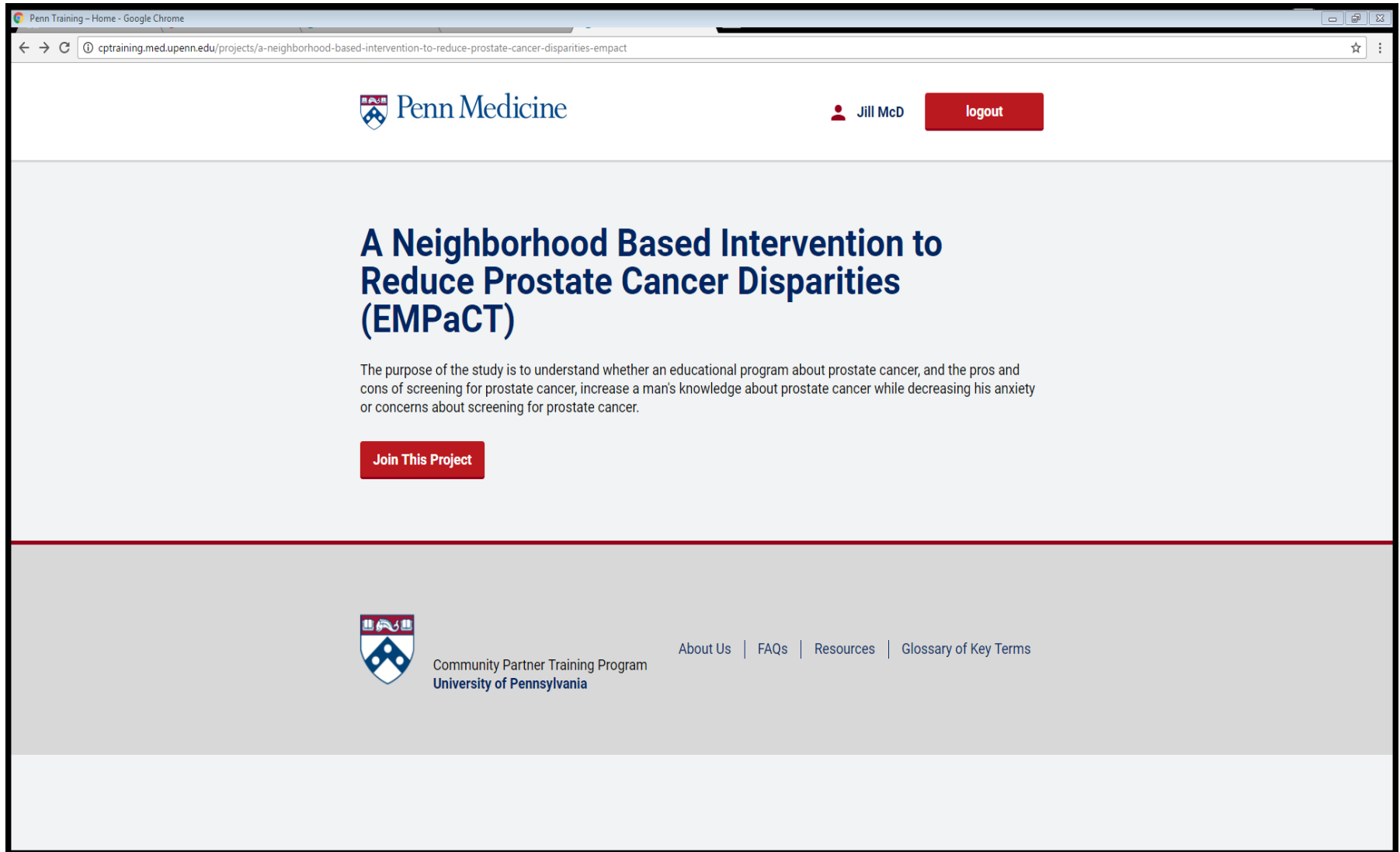
Year

WHAT IS YOUR HIGHEST LEVEL OF EDUCATION? \* REQUIRED

CHOOSE ONE




Once you create an account, you will receive a confirmation email. Click on the link in the email, confirm you wish to join the project, and login with your username/email and password to finish setting up your account.




The screenshot shows a web browser window with the URL `cptraining.med.upenn.edu/projects/a-neighborhood-based-intervention-to-reduce-prostate-cancer-disparities-empact`. The page header features the Penn Medicine logo on the left, a user profile icon and name "Jill McD" in the center, and a red "logout" button on the right. The main content area has a large heading "A Neighborhood Based Intervention to Reduce Prostate Cancer Disparities (EMPACT)" in dark blue. Below the heading is a paragraph explaining the study's purpose: "The purpose of the study is to understand whether an educational program about prostate cancer, and the pros and cons of screening for prostate cancer, increase a man's knowledge about prostate cancer while decreasing his anxiety or concerns about screening for prostate cancer." A red "Join This Project" button is positioned below the text. The footer section is light gray and contains the University of Pennsylvania logo on the left, the text "Community Partner Training Program University of Pennsylvania" in the center, and a navigation menu on the right with links for "About Us", "FAQs", "Resources", and "Glossary of Key Terms".

Penn Training - Home - Google Chrome

← → ↻ ⓘ cptraining.med.upenn.edu/projects/a-neighborhood-based-intervention-to-reduce-prostate-cancer-disparities-empact ☆ ⋮


 Penn Medicine

 Jill McD [logout](#)

## A Neighborhood Based Intervention to Reduce Prostate Cancer Disparities (EMPACT)

The purpose of the study is to understand whether an educational program about prostate cancer, and the pros and cons of screening for prostate cancer, increase a man's knowledge about prostate cancer while decreasing his anxiety or concerns about screening for prostate cancer.

[Join This Project](#)

 Community Partner Training Program  
University of Pennsylvania

[About Us](#) | [FAQs](#) | [Resources](#) | [Glossary of Key Terms](#)

Now you are linked to your project and are ready to begin the training.

Penn Training – Home - Google Chrome

cptraining.med.upenn.edu

**Section 1**

**1: Introduction to Research**

[Begin Section](#)

**Section 2**

**2: Human Research Rules and Regulations**

[Begin Section](#)

**Section 3**

**3: Recruitment and Informed Consent**

[Begin Section](#)

**Section 4**

**4: Being Careful with Research Information**

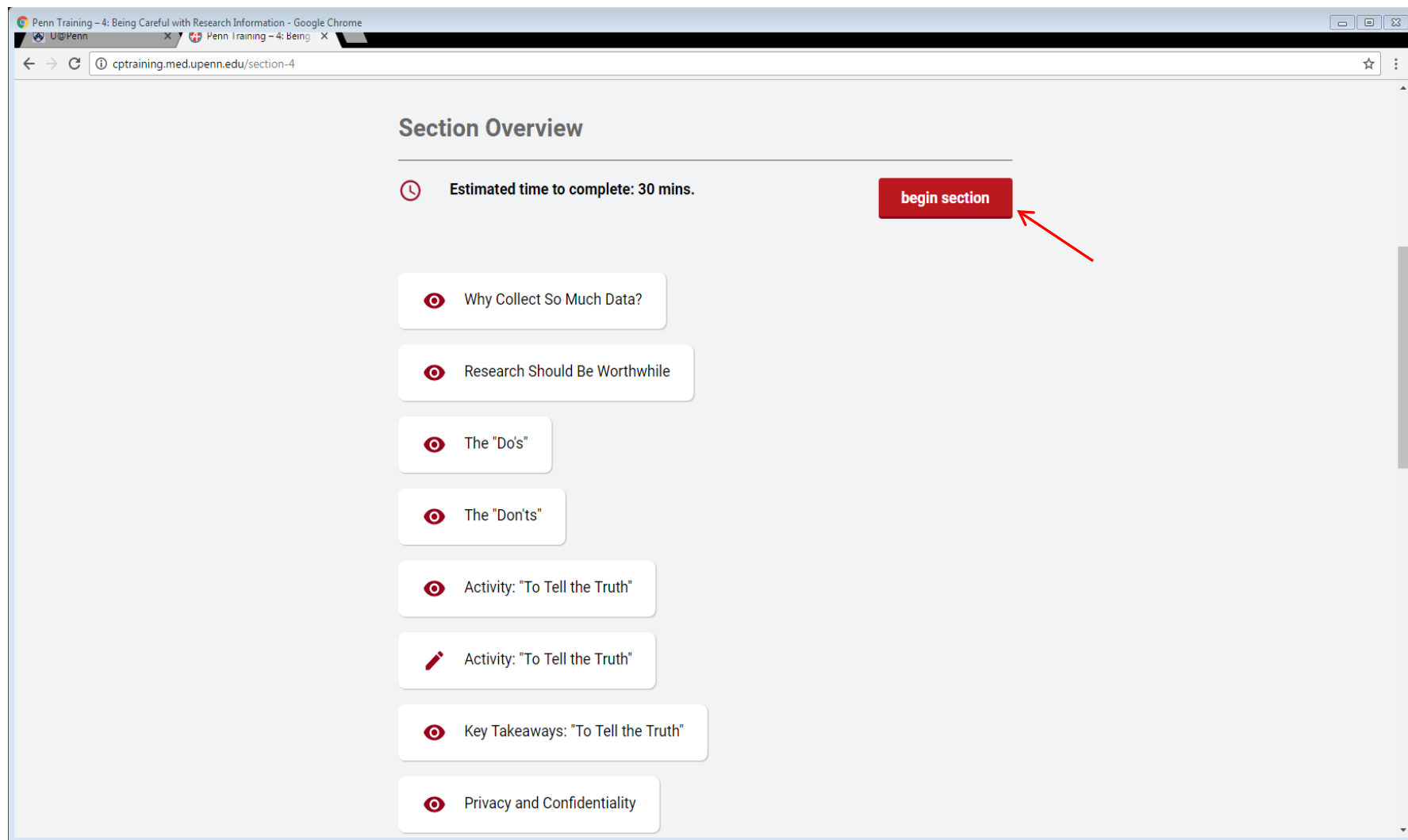
[Begin Section](#)

**Projects you have joined**

[A Neighborhood Based Intervention to Reduce Prostate Cancer Disparities \(EMPaCT\)](#)

Jill McDonald Senior Research Coordinator 215-746-4158 [jillmcd@mail.med.upenn.edu](mailto:jillmcd@mail.med.upenn.edu)

Each section takes approximately 30 minutes. The total training takes about 2 hours.



The screenshot shows a web browser window with the title "Penn Training - 4: Being Careful with Research Information - Google Chrome". The address bar displays "cptraining.med.upenn.edu/section-4". The page content is titled "Section Overview".

Below the title, there is a clock icon and the text "Estimated time to complete: 30 mins.".

To the right of this text is a red button labeled "begin section", which is pointed to by a red arrow.

Below these elements is a vertical list of eight items, each in a white box with a red icon:

- Why Collect So Much Data?
- Research Should Be Worthwhile
- The "Do's"
- The "Don'ts"
- Activity: "To Tell the Truth"
- Activity: "To Tell the Truth"
- Key Takeaways: "To Tell the Truth"
- Privacy and Confidentiality

There is a sound file on each section page, as well as text highlighting the key points.

Penin Training - 1: Introduction to Research - Google Chrome

cptraining.med.upenn.edu/section-one

What is Research?

cptraining

What is research?

Share

Research is defined as: *"an organized and systematic way of finding answers to questions."*

**Organized:** There is a planned structure, method, and focus

**Systematic:** There is a definite set of procedures and steps you follow to ensure accuracy

**Finding answers:** The goal of research; can be simple or complex

**Questions:** There is no answer without having a question first; questions give research projects focus, drive, and purpose

There are activity sections that will give real examples and ask you to think over and enter notes about each scenario.

The screenshot shows the 'Introduction to Research' section of a Penn Medicine course. The header includes the Penn Medicine logo, the user name 'Gerry Kilbert', and a 'save & exit' button. The section title 'Introduction to Research' is displayed with a progress indicator for 'Section 1' (1 of 4 steps completed). The main content area defines research as 'an organized and systematic way of finding answers to questions.' and lists four key components: ORGANIZED (planned structure, method, and focus), SYSTEMATIC (definite set of procedures and steps to ensure accuracy), FINDING ANSWERS (goal can be simple or complex), and QUESTIONS (no answer without a question first). A 'next section' button is located at the bottom right.


The screenshot shows the 'Is it Human Research?' activity section of a Penn Medicine course. The header includes the Penn Medicine logo, the user name 'Gerry Kilbert', and a 'save & exit' button. The section title 'Is it Human Research?' is displayed with a progress indicator for 'Section 1' (1 of 4 steps completed). The main content area contains a paragraph: 'Think about each activity. Decide whether it fits the definition of "human research" that you have just learned. It's okay if you're not sure. Not all questions have an easy yes or no answer.' Below this, there are two numbered activities. Activity 1 describes a comparison of new and old medicine in two groups. Activity 2 describes a doctor's recommendation for a free program at a community center for hypertension. Each activity has a text box for notes, with a red arrow pointing to the first one. The text boxes contain the placeholder text 'Does this qualify as human research?'. A 'next section' button is located at the bottom right.


The text boxes are required! It won't let you complete the section if these are left blank. However these are for your own notes and there is no mandatory length.

At the end of each section there is a quiz to review the material that you've learned.

Penn Training - 1: Introduction to Research - Google Chrome

cptraining.med.upenn.edu/section-one

 Penn Medicine

 Jill McD [save & exit](#)

Quiz 1: Introduction to Research

A human research study:

A	Collects information from or about living people	<input type="checkbox"/>
B	Is always conducted in a research laboratory	<input checked="" type="checkbox"/>
C	Does not include special responsibilities	<input type="checkbox"/>

That is not the correct answer. Please try again.

[previous section](#)

## Quiz

## 1: Introduction to Research



## A human research study:

A

Collects information from or about living people



B

Is always conducted in a research laboratory



C

Does not include special responsibilities



A human research study is an organized and systematic way of finding answers to questions that pertain to living people.

previous section

next section

You can save and exit anytime and come back later to complete the training.

The screenshot shows a web browser window with the URL `cptraining.med.upenn.edu/section-one`. The page header includes the Penn Medicine logo, a user profile for "Jill McD", and a red "save & exit" button with a red arrow pointing to it. The main content area features a dark blue header for the "Quiz" section, specifically "1: Introduction to Research", with progress indicators. Below this, a question is posed: "A human research study:". Three multiple-choice options are listed: A (Collects information from or about living people), B (Is always conducted in a research laboratory), and C (Does not include special responsibilities). Option A is selected, indicated by a green square. A green-bordered box at the bottom provides the definition: "A human research study is an organized and systematic way of finding answers to questions that pertain to living people." Navigation buttons for "previous section" and "next section" are at the bottom.

Penn Training – 1: Introduction to Research - Google Chrome

cptraining.med.upenn.edu/section-one

Penn Medicine

Jill McD

save & exit

Quiz

1: Introduction to Research

A human research study:

A Collects information from or about living people

B Is always conducted in a research laboratory

C Does not include special responsibilities

A human research study is an organized and systematic way of finding answers to questions that pertain to living people.

previous section

next section





Penn Training – Home - Google Chrome

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cptraining.med.upenn.edu

🔑 ⭐ ⋮

 Penn Medicine

 Jill McDonald

logout

Section 1

■ ■ ■ ■ ■

1: Introduction to Research

Review Section

Section 2

■ ■ ■ ■ ■

2: Human Research Rules and Regulations


Resume Section

Section 3

■ ■ ■ ■ ■

3: Recruitment and Informed Consent

Begin Section




Section 4

■ ■ ■ ■ ■

4: Being Careful with Research Information

Begin Section



Be sure to make a note of which ***subsection*** you most recently completed before exiting.

All your work is still saved!

The screenshot shows a web browser window with the URL `cptraining.med.upenn.edu/section-4`. The page is titled "Section Overview" and displays the following information:

- Estimated time to complete: 30 mins.** (indicated by a clock icon)
- begin section** (a red button)
- A list of subsections, each with an eye icon:
  - Why Collect So Much Data?
  - Research Should Be Worthwhile
  - The "Do's"
  - The "Don'ts"
  - Activity: "To Tell the Truth"
  - Activity: "To Tell the Truth"
  - Key Takeaways: "To Tell the Truth"
  - Privacy and Confidentiality

Once you have completed the training, you will receive a Certificate of Completion, which is valid for 3 years from the completion date.



## **Main Website**

<http://cptraining.med.upenn.edu>

## **Questions/Problems Contact:**

Jill McDonald

[jillmcd@upenn.edu](mailto:jillmcd@upenn.edu)

215-746-4158

Sarah Green, MPH

[shgreen@upenn.edu](mailto:shgreen@upenn.edu)

215-746-4157