

Department of Pharmacotherapy and Outcomes Science Safety Guidelines Form

Before beginning any research in the Department of Pharmacotherapy and Outcomes Science, all personnel must complete, understand, and provide evidence of passing exams in the following training areas.

Sexual Harassment Training, University Honor Council, and Student Conduct guidelines are covered in the School of Pharmacy (SOP) Graduate Program Orientation, offered annually at the beginning of every fall semester. Orientation is mandatory for all new graduate students. Students will be asked to sign off on the above guidelines at that time. Any student who misses orientation or starts graduate training in the spring or summer semesters must meet with the SOP Graduate Program Director (Dr. Susanna Wu-Pong) and make arrangements to complete and document guideline requirements.

In addition, all graduate students in the Department of Pharmacotherapy and Outcomes Science are required to complete training as stated below. The student's advisor should keep a copy of this document, and the original will be filed on record by the Department Vice-Chair for Graduate Studies.

Training Module	Completed	Date Completed
CITI Basic Human Subjects Protection Training http://www.research.vcu.edu/human_research/citi_requirements.htm		
HIPAA Training Log into Blackboard; Click on the "Courses" tab and search for "HIPAA"		
Responsible Conduct in Research and Scholarship Policy http://www.assurance.vcu.edu/Policy%20Library/Responsible%20Conduct%20in%20Research%20&%20Scholarship.pdf		
Computer and Network Resources Use Policy http://www.ts.vcu.edu/policies/computeruse.html		

Additional OPTIONAL training modules are provided below. Requirements for completion of these modules are determined by the students' advisor. All trainings are completed in Blackboard. To find the courses, log into Blackboard, click on the "Organization" tab and search for "chemical safety." See <http://oehs.vcu.edu/chemical/training/trainingmodules.pdf> and <http://oehs.vcu.edu/radiation/trainingschedule.htm>

	Not Applicable	Completed	Date Completed
General Lab Safety Training Available in Blackboard			
Physical Hazards Safety Available in Blackboard			
Biosafety CDC/NIH Training Available in Blackboard			
Biosafety Bloodborne Pathogens Training Available in Blackboard			
Carcinogen Safety Training Available in Blackboard			
Shipping of Dangerous Goods Training Available in Blackboard			

Radiation Safety Training Available in Blackboard "Radiation Safety Training for Research Laboratory Employees"			
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Student Signature and date

Advisor's Signature and date

Updated: January 19, 2015