

## Re: CITI Training

Arak, Ali <ATA43@pitt.edu>

Mon 12/4/2023 9:57 PM

To: Kun, Bianca <BIK26@pitt.edu>; Hernandez, Wenndy <WEH119@pitt.edu>

Hi Bianca,

Thank you for taking the time to meet with me. I discussed this with my colleagues, and we determined that this would be no human subjects since you are not interacting with subjects and are not reviewing any indefinable private information. You are only receiving de-identified data. Therefore, a submission is not required. Please note, some organizations may not release data unless you have an IRB letter. I am not sure if this would be the case for All of Us, so be sure to double check with them. If they do require a letter, it may be better for Dr. Hernandez to be the PI and create an umbrella protocol for you and any other mentees to work under. This simplifies the submission process and reduces the number of similar submissions in the system. I am happy to provide more information if that is required for this proposal. Don't hesitate to reach out if you have questions or concerns.

Thank you,  
Ali

Ali Arak, MS  
Research Review Analyst  
University of Pittsburgh  
Human Research Protection Office  
3500 Fifth Avenue, Suite 106  
Pittsburgh, PA 15213  
Phone: 412-383-4590  
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**From:** Kun, Bianca <BIK26@pitt.edu>

**Date:** Monday, December 4, 2023 at 5:01 PM

**To:** Arak, Ali <ATA43@pitt.edu>, Hernandez, Wenndy <WEH119@pitt.edu>

**Subject:** Re: CITI Training

Hi Ali,

I was wondering what the consensus is for me and using secondary data from the All of Us Research program?

Thank you,  
Bianca

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**From:** Kun, Bianca <BIK26@pitt.edu>

**Sent:** Monday, November 27, 2023 7:34 PM

**To:** Arak, Ali <ATA43@pitt.edu>; Hernandez, Wenndy <WEH119@pitt.edu>

**Subject:** Re: CITI Training

Sounds great, thank you!

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**From:** Arak, Ali <ATA43@pitt.edu>

**Sent:** Monday, November 27, 2023 7:33:59 PM

**To:** Kun, Bianca <BIK26@pitt.edu>; Hernandez, Wenndy <WEH119@pitt.edu>  
**Subject:** Re: CITI Training

Hi Bianca,

Thank you, it was a quick but appreciated break. I appreciate your willingness to meet. Lets plan for tomorrow at 3pm. I will send an invite shortly.

Thank you,  
Ali

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**From:** Kun, Bianca <BIK26@pitt.edu>  
**Date:** Monday, November 27, 2023 at 7:11 PM  
**To:** Arak, Ali <ATA43@pitt.edu>, Hernandez, Wenndy <WEH119@pitt.edu>  
**Subject:** Re: CITI Training

Hi Ali,

I had a great Thanksgiving break. I hope you enjoyed your time off as well.

Here is my availability this week:

Tuesday: 2-5pm

Wednesday: 2:30-5:30pm

Thursday: 1-5pm

Friday: 10a-12p

Thank you for getting back to me.

Best,  
Bianca

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**From:** Arak, Ali <ATA43@pitt.edu>  
**Sent:** Monday, November 27, 2023 7:05 PM  
**To:** Kun, Bianca <BIK26@pitt.edu>; Hernandez, Wenndy <WEH119@pitt.edu>  
**Subject:** Re: CITI Training

Hi Bianca,

I hope you had a great thanksgiving break. Do you have availability for a consult this week? I had a consult with Jonathan who Dr. Hernandez is mentoring as well and a consult was helpful in helping him with his questions. Please let me know your availability.

Thank you,  
Ali

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**From:** Kun, Bianca <BIK26@pitt.edu>  
**Date:** Tuesday, November 21, 2023 at 10:34 AM  
**To:** Arak, Ali <ATA43@pitt.edu>, Hernandez, Wenndy <WEH119@pitt.edu>  
**Subject:** Re: CITI Training

Hi Ali,

I have attached a bullet-pointed list of all of my questions below. If it would be better to chat, let me know and we can get something scheduled.

- Where can I find a template for the protocol attachment section?
- The All of Us program gives us \$300 for the workbench. Would that count as external funding?
- We are obtaining data from the All of Us research program and are not actively recruiting or consenting people. How should I answer the consent process or study scope questions?
  - What should I do for the consent form?
- The same for the security questions. Should I write down the security that All of Us has in place to protect data and patient information?
  - The program asks participants to fill out surveys and they have an option to wear a device, such as Fitbit. Do I need to select those options and then fill out the information (if I can find it)?
- For research activities, should I explain what tests/analysis I plan to run on the data?
  - The All of Us program does have surveys that participants can fill out, but I am not sure if I need to include those forms in the IRB.
  - Also, the All of Us program also collects blood but since I was not a part of that process, do I still need to select yes and fill out that information?
- Data Safety and Monitoring section: since we are not actively monitoring/recruiting participants, do I need to have a monitoring plan in place?
- Again, we are looking at the available data from All of Us, what should I put down for the risks and benefits section since it does not pertain to individuals?

I apologize for all of the questions. Some may not make sense, if that is the case, please email me back and I will try to clarify it as best I can. Thank you for all of your help.

Best,  
Bianca

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**From:** Arak, Ali <ATA43@pitt.edu>  
**Sent:** Friday, November 17, 2023 9:30 PM  
**To:** Kun, Bianca <BIK26@pitt.edu>; Hernandez, Wenndy <WEH119@pitt.edu>  
**Subject:** Re: CITI Training

Hi Bianca,

If you have any specific sections you are stuck with, then please let me know via email or a phone call. I am happy to schedule a chat if you need assistance with a section or running into problems.

Thank you,  
Ali

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**From:** Kun, Bianca <BIK26@pitt.edu>  
**Date:** Friday, November 17, 2023 at 3:00 PM  
**To:** Arak, Ali <ATA43@pitt.edu>, Hernandez, Wenndy <WEH119@pitt.edu>  
**Subject:** Re: CITI Training

Hi Ali,

Yes, I have access to PittPro and started an IRB for my project. I'm just unsure of how to answer some questions.

Best,  
Bianca

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**From:** Arak, Ali <ATA43@pitt.edu>  
**Sent:** Friday, November 17, 2023 2:38:14 PM  
**To:** Kun, Bianca <BIK26@pitt.edu>; Hernandez, Wenndy <WEH119@pitt.edu>  
**Subject:** Re: CITI Training

Hi Bianca,

Do you have access to PittPRO? Sometimes, PittPRO takes a couple day to sync, but you should have access once this occurs.

Thank you,  
Ali

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**From:** Kun, Bianca <BIK26@pitt.edu>  
**Date:** Thursday, November 9, 2023 at 5:38 PM  
**To:** Hernandez, Wendy <WEH119@pitt.edu>  
**Cc:** Arak, Ali <ATA43@pitt.edu>  
**Subject:** Re: CITI Training

Hi Wendy,

Here are the trainings I've completed and the certificates of completion.

Responsible Conduct of Research: <https://www.citiprogram.org/verify/?w779fdcca-7933-45d7-a1c6-9b9f06ec41f9-51231571>

Biomedical Course - Human Subject Research: <https://www.citiprogram.org/verify/?w9432de88-b7e8-47e8-bc46-785cccd36a9f-51231568>

Conflict of Interest (PHS regulated course): <https://www.citiprogram.org/verify/?wfa0fdbe4-0944-4df7-8b9e-616c573c5831-51231569>

Please let me know if there is anything else you need from me.

Best,  
Bianca

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**From:** Hernandez, Wendy <WEH119@pitt.edu>  
**Sent:** Thursday, November 9, 2023 4:09 PM  
**To:** Kun, Bianca <BIK26@pitt.edu>  
**Cc:** Arak, Ali <ATA43@pitt.edu>  
**Subject:** CITI Training

Hi Bianca,

I just met with Ali from IRB and he says that you also need to do the CITI training in order to access All of Us.

This is the information I had received to access CITI:

I see that you have an HSConnect account but not a CITI account ([www.citi.pitt.edu](http://www.citi.pitt.edu)). We require Conflict of Interest, Responsible Conduct of Research, and Human Subjects Protection. Once that has been done, the system takes 24 to 48 hours to update. We have an electronic question and answer system that will be used for this submission. It is pretty intuitive to use.

*Wendy Hernandez, MS, Ph.D.*  
*Assistant Professor*  
*University of Pittsburgh*  
*School of Public Health*

*Department of Human Genetics*

*Office: (412)648-1641*