



# HUMAN SUBJECTS PROTECTION TRAINING VERIFICATION FORM

In order to ensure compliance with grant sponsor requirements, Weill Cornell Medicine (WCM) requires that researchers and research staff engaged in human subject research complete specialized training in human subject protections and good clinical practice (GCP) regardless of the funding source. WCM currently utilizes the CITI platform of courses. Investigators and research staff are required to complete all 12 modules of the Biomedical Research Investigators and Key Personnel course and all 14 modules of the CITI GCP course. After completing the original full course, the refresher course for Biomedical Research Investigators and Key Personnel is required every 4 years. The refresher course for GCP training must be completed every 3 years after completion of the original full course. The Principal Investigator and Key Personnel listed below have completed all required training outlined above as of the date of the signature on this form.

**PI:** \_\_\_\_\_

**Grant ID/Number:** \_\_\_\_\_

**PI Department Contact:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**WCM Key Personnel\* Listed on Grant:**

1. \_\_\_\_\_

5. \_\_\_\_\_

2. \_\_\_\_\_

6. \_\_\_\_\_

3. \_\_\_\_\_

7. \_\_\_\_\_

4. \_\_\_\_\_

8. \_\_\_\_\_

\_\_\_\_\_  
**Aleta R. Gunsul, MPA**

\_\_\_\_\_  
**Date**

**Director, Office of Sponsored  
Research Administration**

**Authorized Organization Representative**

**Institutional Email:** [grantsandcontracts@med.cornell.edu](mailto:grantsandcontracts@med.cornell.edu)

\*Key Personnel are defined as, and should be limited to, individuals who contribute to the scientific development or execution of the project in a substantive, measurable way, whether or not they request salaries or compensation. This typically does not include administrative staff. This form is only used to verify the training status of WCM personnel; for any external Key Personnel, please include their approved CITI Training certificate(s) as an attachment.