

Macon & Joan Brock Virginia Health Sciences at Old Dominion University

Research Training Requirements

Revised 8/21/2025

ACTIVITY	REQUIREMENTS	LOCATION	COMMENTS	CONTACT(S)
Temporary laboratory work <i>Note: This training course is for short-term (usually < 90 days) workers and volunteers and is taken in place of the "Chemical Hygiene Plan" course referenced below.</i>	Online Training Course: Laboratory Safety for Temporary Personnel	https://evms.blackboard.com	General awareness training required for temporary or volunteer laboratory personnel who will handle basic lab materials.	Environmental Health & Safety (757) 446-5798 ehs@odu.edu
Working in a research laboratory	1. Chemical Hygiene Plan (CHP) Training	1. https://evms.scishield.com/	Required for all permanent/long-term laboratory personnel; offered each month. Use your VHS username and password to log in.	Environmental Health & Safety (757) 446-5798 ehs@odu.edu
	2. CHP Refresher Training	2. https://evms.scishield.com/	Refresher training is required every 5 years . Employees will be notified when training is due.	
Working with microbial agents (bacteria cultures, virus, etc.), recombinant or synthetic nucleic acid molecules or working with human or animal source materials in a research laboratory Required for SciShield registrations	1. Biosafety Training	https://evms.scishield.com/	Use your VHS username and password to log into SciShield®. The EVMS Biosafety Training course must be re-taken every 5 years.	Environmental Health & Safety: (757) 446-5798 ehs@odu.edu IBC Administrator: (757) 446-5658
	2. Autoclave Safety Training	https://evms.scishield.com/	Use your VHS username and password to log into SciShield®. The EVMS Autoclave Safety course must be re-taken every 5 years.	Environmental Health & Safety: (757) 446-5798 ehs@odu.edu IBC Administrator: (757) 446-5658
	3. Bloodborne pathogen (BBP) training if working with human blood or potentially infectious materials	https://evms.blackboard.com	Use your VHS username and password to log into Blackboard™. The training must be completed <u>annually</u> by researchers who have potential exposure to human blood or other potentially infectious materials.	VHS Occupational Health (757) 446-7427
	4. NIH Guidelines training if using recombinant or synthetic nucleic acid molecules	https://evms.scishield.com/	Use your VHS username and password to log into SciShield®. Principal Investigators must complete the course every 5 years , at the time of a new or renewal registration.	Environmental Health & Safety: (757) 446-5798 ehs@odu.edu IBC Administrator: (757) 446-5658

Working with radioactive materials	Initial Training: Radiation Safety in the Laboratory Course	LIVE Training - two half-day sessions. https://evms.scishield.com/	The Radiation Safety course must be completed to achieve Authorized or Qualified User status. Use your VHS username and password to log into SciShield®.	Environmental Health & Safety (757) 446-5798 ehs@odu.edu
	Annual Refresher: Radiation Safety	https://evms.scishield.com/ or live training upon request	Annual refresher training is required to maintain Authorized or Qualified User status.	
Sending or receiving shipped biological or infectious specimens	Shipping Biological Materials	https://evms.scishield.com/	The course must be completed by laboratory personnel involved in shipping/receiving biological material. Use your VHS username and password to log into SciShield®. The EVMS Shipping Biological Materials course must be re-taken every 2 years.	Environmental Health & Safety (757) 446-5798 ehs@odu.edu
Working with human subjects/human specimens or working with data Required for IRB protocols	Initial Training: CITI IRB Basic Course	https://www.citiprogram.org/	If you do not have a CITI account, register/create one and select EVMS (VHS) as your affiliated institution. Answer the questions on the CITI menu to enroll. Complete all modules with a combined test score of 80% or higher (includes HIPAA for Research).	IRB Office (757) 446-8423
	Group 1: Biomedical research investigators and key personnel OR Group 2: Social & Behavioral OR Group 4: Medical Students Only	https://www.citiprogram.org/		
	Refresher training is required every 3 years via the CITI refresher course. After 2 refresher courses the learner must take the Basic Course at the next expiration. OR A human subjects protections training program provided by a professional society or training firm. ➡	The researcher must provide documentation of attendance or a certificate of completion that is subject to evaluation by the IRB Office.		
	Bloodborne Pathogen (BBP) Training	See below for additional information		

<p>Working with any animal, animal tissue, or animal product</p> <p>Required for IACUC protocols</p> <p><i>Note: Completion of these training requirements does not mean that an individual is qualified to perform experimental and/or surgical procedures on animals. Close supervision must be provided and competency/proficiency in procedures (e.g., appropriate handling, restraint, sedation, anesthesia, analgesia, surgery, treatment, and euthanasia) should be confirmed before the individual is deemed qualified to work with live animals.</i></p> <p><i>"Hands-on" animal training will be provided by the supervising Principal Investigator (PI) or PI designee. "Hands-on" training is also available through the Division of Comparative Medicine (CompMed).</i></p>	<p>1. Collaborative Institutional Training Initiative (CITI) online training</p> <ul style="list-style-type: none"> Base Course: <i>Working with the IACUC</i> Species-specific course(s) for each species of interest <p>Refresher training is required every 3 years via the CITI base refresher course.</p>	https://www.citiprogram.org/	<p>If you do not have a CITI account, register/create one and select EVMS (VHS) as your affiliated institution.</p> <p>Complete the base course and the species course(s) specific to the animal(s) on all relevant protocols. A score of 90% or higher is required to receive credit for a training course.</p>	<p>IACUC Training Coordinators (757) 446-8426 (757) 446-7427 VHS-iacuc@odu.edu</p>
	<p>2. Occupational Health & Safety Program (OHSP) online training for all animal users: EVMS OHSP Training</p>	https://evms.scishield.com/	<p>SciShield®: Use your VHS username and password to log in. Complete the OHSP training course and quiz. A score of 100% is required to receive credit for the course.</p> <p>Blackboard™: Use your VHS username and password to log in. Complete the OHSP training course and quiz. A score of 80% or higher is required to receive credit for the course.</p>	<p>IACUC Training Coordinators (757) 446-8426 (757) 446-7427 VHS-iacuc@odu.edu</p>
		<p>The training course is also available on Blackboard™.</p>	<p>The course (OHSP-01-07) is available under Courses.</p>	
	<p>3. Lab Animal Risk Assessment (LARA)</p>	<p>By appointment ONLY VHS Occupational Health Waitzer Hall, Suite 926 (757) 446-7427/5870</p>	<p>A pre-placement physical does not satisfy this requirement.</p>	<p>VHS Occupational Health (757) 446-7427/5870 VHS-OccHealth@odu.edu</p>
	<p>4. CompMed Facility Orientation</p>	<p>By appointment ONLY This is an in-person vivarium orientation.</p>	<p>All animal users must attend a CompMed in-person orientation before they are granted unsupervised access to the vivarium.</p>	<p>Clearance by an IACUC Training Coordinator is required to schedule a CompMed facility orientation.</p>

<p>Working with non-human primates (NHP) or NHP tissues/products</p> <p>This training is <u>in addition to</u> the “Working with any animal, animal tissue, or animal product” requirements outlined above.</p>	<p>1. Occupational Health & Safety Program (OHSP) online training for NHP users: <i>EVMS OHSP Training for Non-Human Primate Users</i></p>	<p>1. https://evms.scishield.com/</p> <p>The training course is also available on Blackboard™.</p>	<p>This is an additional OHSP training course required for research staff who use non-human primates or their tissues/products.</p> <p>SciShield@: Use your VHS username and password to log in. Complete the OHSP-NHP training course and quiz. A score of 100% is required to receive credit for the course.</p> <p>Blackboard™: Use your VHS username and password to log in. Complete the OHSP-NHP training course and quiz. A score of 80% or higher is required to receive credit for the course.</p>	<p>IACUC Training Coordinators (757) 446-8426 (757) 446-7427 VHS-iacuc@odu.edu</p>
	<p>2. LIVE (in-person/virtual) NHP training for all <u>new</u> NHP users. The training is mandatory and is required once.</p>	<p>2. Two sessions are offered annually, typically in June and August. New NHP users will receive written (email) notification of the training.</p>		
	<p>3. Refresher training is required every 2 years (i.e., re-take the CITI NHP course).</p>	<p>3. https://www.citiprogram.org/</p>	<p>If you do not have a CITI account, register/create one and select EVMS (VHS) as your affiliated institution.</p> <p>Complete the training course. A score of 90% or higher is required to receive credit for the course.</p>	