

Please see this information below if you are conducting any kind of clinical trial in which you will be obtaining informed consent from study participants.

This training is not required if you are obtaining consent for studies which are IRB exempt or for educational research, chart review, etc.

Please contact the ORB directly if you are not sure if this training applies to your research.

Hello all,

I've been getting a lot of questions about the required "Capacity to Consent" training that is now required by the IRB for anyone who will be obtaining consent from participants so I thought I would send out some step-by-step instructions.

1. If you have not yet done so, you will need to go to https://umn.qualtrics.com/jfe/form/SV_2bn1hKdS0VO0vsN and fill out the online request form. This will prompt the IRB to give you access to the training module which is hosted on Moodle.

2. When you've received confirmation that you're registered, go to Moodle at: <https://ay15.moodle.umn.edu/my/> You will need to log in with your University x500 and password (the same as your email, web access, etc.)

*There are 5 units as well as an assessment at the end. You will be able to start and stop and pick up where you left off if you're not able to complete the whole thing in one sitting.

You will need a copy of the MacCAT-CR manual in order to complete some of the activities. **The Department of Psychiatry has copies that you may borrow. To borrow a copy, talk with Janet or Mary.

3. Once you have completed all of the modules and the assessment you will get a certificate of completion emailed to you. It will come from cme@umn.edu and be titled "Assessing Capacity to Consent - Online Course."

If you have completed the course but not received a certificate of completion, you will want to contact the IRB directly to inquire about this. A lot of people have been experiencing problems getting their certificate so it helps to check in with them.

4. Once you have your certificate, please forward it to me at this email address so I can download it for our records.

Thank you!

Tricia Carstedt

