

University of North Carolina at Pembroke
Training Plan for Responsible Conduct of Research (RCR)

Background and Purpose

UNCP is committed to maintaining the highest standards of integrity and ethical conduct in all aspects of its work including research and education. Appropriate instruction in Responsible Conduct of Research (RCR) is an essential component of the professional development of researchers at all levels. Institutions applying for National Science Foundation (NSF) funding must have a plan to provide appropriate training in the responsible and ethical conduct of research to undergraduate students, graduate students, and postdoctoral fellows participating in the research. The National Institutes of Health (NIH) also requires instruction in RCR for trainees funded by certain NIH research training programs. In order to meet the regulatory requirements of NIH and NSF, the UNCP training program is as follows:

Basic Requirements of the UNCP RCR Training Program

Undergraduate students, graduate students, and postdoctoral students who work on a federally-funded project that requires responsible conduct of research training must complete a course of study designed to contribute to their knowledge of high ethical standards for research.

Training Components: All three of the following formal and informal components must be included:

- 1) **Didactic Component** (e.g., lecture or on-line modules) to cover all of the following topics:
 - a) Research Misconduct
 - b) Human Subjects Protection (as appropriate)
 - c) Animal Use (as appropriate)
 - d) Conflicts of Interest
 - e) Data Management
 - f) Mentor and Trainee Responsibilities
 - g) Collaborative Research
 - h) Peer Review, Authorship, and Publication
- 2) **Experiential Component** (e.g., face-to-face, small group discussions and analyses of case studies; ongoing one-on-one research training and mentoring in the research lab), and
- 3) **Documentation/Certification** (written) of completion of components 1 and 2 above.

Of particular note, on-line instruction alone is not considered adequate to meet the NIH requirements for RCR instruction, but may be used as a valuable supplement.

Verification of Training: It is the responsibility of the Principal Investigator (PI) of each federally funded program that requires RCR training to schedule and conduct the required training and to provide verification of such training to the UNCP Office of Sponsored Research and Programs (OSRP). The PI must maintain records to document that each trainee has completed the training. These records may be subject to monitoring. The PI must ensure that the specific requirements for RCR training that are specified in the award terms and conditions are met.

Timing of Training: Since RCR training is a condition of funding, trainees must complete the RCR training within a reasonable period of time in order to continue receiving NIH or NSF funding. Student training certification records must be received before students can be paid.

Faculty Participation: In addition to the PI, all faculty who serve on the project team as research mentors are *highly encouraged* to participate in the formal and informal RCR instruction. Informal instruction may be provided as part of one-on-one laboratory work; formal, by serving as discussion leaders and speakers for symposia and lectures. Rotation of the faculty in these roles is encouraged.

Duration and Frequency of Instruction: At a minimum, a trainee will be required to formally complete training at least once every four years, although ongoing informal training is expected. It is recommended that training be provided as part of a semester-long series of seminars and programs, as opposed to a one-time workshop. The NIH recommends a minimum of 8 contact hours.

RCR Training Resources

Approved On-Line Training Resources: The on-line training should be provided by an approved training program. Qualifying programs that are approved for use at UNCP are the following:

University of Montana Online Research Ethics Course (Certificate of Completion Provided)
http://ori.hhs.gov/education/products/montana_round1/research_ethics.html

University of New Hampshire Online RCR Study Guide
http://ori.hhs.gov/education/products/unh_round1/www.unh.edu/rcr/index.html

HHS Office of Research Integrity (ORI) Introduction to the Responsible Conduct of Research
<http://ori.hhs.gov/education/products/RCRintro/index.html>

Additional Resources

For more information and additional resources, please see:

ORI General Resources for RCR Instruction
<http://ori.hhs.gov/general-resources-0>

Online Ethics Center
<http://www.onlineethics.org/>

National Science Foundation RCR Resource Page
<http://www.nsf.gov/bfa/dias/policy/rcr.jsp>

Federal Regulations

For more information on the NSF and NIH requirements for RCR training, please see:

NSF's Implementation of Section 7009 of the America COMPETES Act (Federal Register Notice)
<http://www.gpo.gov/fdsys/pkg/FR-2009-08-20/html/E9-19930.htm>

NIH Notice Number NOT-OE-10-019, Update of the Requirement for Instruction in the RCR
<http://grants.nih.gov/grants/guide/notice-files/not-od-10-019.html>

Administration of Policy

The Director of the Office of Sponsored Research and Programs shall oversee this Training Plan.

For more information, please contact:

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