

**Responsible Conduct (PGS 185D)  
2016-2017 Academic Year  
McDermott Clinical Sciences Building**

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**General Course Description:**

The purpose of this course is to prepare graduate students to conduct research at The University of Texas at Austin (UT Austin), the University of Texas Health Science Center at San Antonio (UTHSCSA), and the South Texas Veterans Health Care System (STVHCS). STVHCS training is optional, depending on the student's anticipated research activities, as determined by their Supervising Professor. Participants will create and maintain a portfolio that contains all necessary documentation related to the responsible conduct of human research with these institutions. Class sessions will consist of a formal instruction, discussion, exercises (i.e., online training), and assessment (i.e., progress toward completion of training milestones).

**Required Equipment & Software:**

Students are required to bring a portable computer to class. The computer must have Microsoft Office® and internet capabilities. Students will need to be able to create images of online training certificates.

**Recommended Texts:**

There is no required text for this course.

**Class Participation:**

Students are expected to conduct themselves in a manner respectful of both faculty and fellow students in the classroom. Students should be punctual, as class will begin promptly at the scheduled start time. If you miss a class for any reason, you will be held responsible for all material covered and announcements made in your absence.

## **Examinations and Grading Policy:**

The semester grade will consist of points accumulated from class participation, class assignments, and homework.

Class Participation: (20% of final course grade)

Class Assignments: (80% of the final course grade)

### Class Participation (Grading Policy):

Absent or limited verbal contributions = 0 pts

Average verbal contributions = 1 pt

### Class Assignments (Grading Policy):

Most assignments will be completed in class; however, others will require a substantial amount of homework (4 to 6 hours per week). Students will receive 100% of possible points for each assignment if they (1) complete the assignment and (2) deposit the appropriate documentation in their "Responsible Conduct" training portfolio by the due date. Students who fail to complete an assignment will receive 0 points for that assignment. Late assignments will be docked 25% of possible points for each calendar day that they are late. Assignments  $\geq 4$  days late will receive 0 points.

### Final Grade Policy:

This class is offered on a credit/no-credit basis: Credit = 70-100%, No-credit = <70%.

## **Academic Dishonesty:**

Students are expected to work independently on assignments. Any student caught cheating will be given a grade of zero on that assignment. Acts of suspected academic dishonesty will be dealt with as per the College of Pharmacy Honor Code and University regulations. Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since such dishonesty harms the individual, all students, and the integrity of the University, policies on scholastic dishonesty will be strictly enforced. Also, you should refer to the Student Judicial Services website at <http://www.utexas.edu/depts/dos/sjs/> to access the official University policies and procedures on scholastic dishonesty as well as elaboration on what constitutes scholastic dishonesty.

## **Request for Appropriate Accommodations:**

Upon request, the University of Texas at Austin provides appropriate academic accommodations for qualified students with disabilities. For more information, contact the Office of the Dean of Students at (512) 471-6259 or 471-4641 (TTY).

## Responsible Conduct (PGS 185D)

Session	Topic	Instructor (hrs)
<p>1 7/21/16 1-4pm Rm. 3.348</p>	<p><b>Discussion</b> Course introduction, housekeeping, and policies:</p> <ul style="list-style-type: none"> <li>• Review syllabus &amp; discuss format</li> <li>• Create training portfolio</li> <li>• Test login information</li> <li>• Discuss UT van &amp; VA WOC status (extra training)</li> </ul> <p>Conflict of interest and commitment policies:</p> <ul style="list-style-type: none"> <li>• Announcements (NIH, UT, etc.)</li> <li>• UT Austin &amp; UHSCSA</li> </ul> <p><b>Activities</b> CITI Training (UT Austin, UTHSCSA, STVHCS)</p>	<p>Frei (3-live)</p>
<p>2 7/28/16 1-4pm Rm. 3.348</p>	<p><b>Discussion</b> Cases of scientific misconduct:</p> <ul style="list-style-type: none"> <li>• Laboratory safety</li> </ul> <p><b>Activities</b> UT Austin compliance &amp; researcher training:</p> <ul style="list-style-type: none"> <li>• Compliance training for employment (Complete all required modules. Add and complete RC410 Financial Conflict of Interest module. Complete FID form)</li> </ul>	<p>Kuhn (1-live) Frei (2-asynchronous)</p>
<p>3 8/4/16 1-4pm Rm. 3.348</p>	<p><b>Discussion</b> Cases of scientific misconduct:</p> <ul style="list-style-type: none"> <li>• Peer review</li> <li>• Ghost writing</li> <li>• Interactions with industry</li> </ul> <p><b>Activities</b> UTHSCSA Environmental Health &amp; Safety training:</p> <ul style="list-style-type: none"> <li>• GCAT - General compliance awareness</li> <li>• DRD - Protecting digital research data</li> <li>• BSAT - Basic security awareness</li> <li>• Basic biological safety</li> <li>• Blood borne pathogens</li> <li>• Site specific training by laboratory PI</li> </ul>	<p>Frei (3-live)</p>
<p>4 8/11/16 1-4pm Rm. 3.348</p>	<p><b>Discussion</b> Cases of scientific misconduct:</p> <ul style="list-style-type: none"> <li>• Failure to disclose conflicts of interest</li> </ul> <p><b>Activities</b> VA Talent Management System (TMS) training:</p> <ul style="list-style-type: none"> <li>• Privacy &amp; HIPPA training</li> <li>• VA privacy &amp; information security awareness and rules of behavior</li> <li>• Blood borne pathogens</li> <li>• Tuberculosis: prevention and control</li> </ul>	<p>Hand (1-live) Frei (2-asynchronous)</p>
<p>5 8/12/16 1-4pm Rm. 3.348</p>	<p><b>Discussion</b> Complete any discussions from classes 1-4.</p> <p><b>Activities</b> Responsible Conduct Training Portfolios:</p> <ul style="list-style-type: none"> <li>• Peer audit</li> <li>• Catch-up</li> </ul>	<p>Frei (3-live)</p>