

<b>Section 1 Postdoctoral Administrative Policies</b> <b>Subject 1.2 Postdoctoral Hiring</b> <b>Policy 1.3.1 Postdoctoral Orientation and Research Compliance Training</b>	<b>May 2011 – Originated</b> <b>March 2024 – Revised Reviewed</b> <b>w/changes-</b> <b>Reviewed w/o changes -</b> <b>GSBS – Author</b>
--	--

### **Postdoctoral Orientation and Research Compliance Training**

**Policy:** UTMB requires new Postdoctoral Fellows, Postdoctoral Trainees, and Postdoctoral Clinical Fellows who have elected to enroll in the Postdoctoral Certificate Program, to complete Postdoc Orientation and research compliance training. Postdoctoral Fellows and Postdoctoral Trainees must complete training within 90 days of their hire date. Postdoctoral Clinical Fellows must complete training within 90 days of enrolling in the Postdoctoral Certificate Program.

**Procedure:** New appointees enrolled in the Postdoctoral Certificate Program are required to attend a 1.5 hour orientation session that introduces UTMB resources and early career development activities. Based on their job codes upon hiring, postdoctoral appointees will receive assignments in the UTMB learning management system at <https://learn.utmb.edu>. Most modules, required once a year, include a brief slide presentation and quiz evaluating the understanding of the material. In addition, all postdoctoral appointees must complete the Conflict of Interest and Commitment Regulations for Researchers module posted in the learning management system and a course designed to satisfy NIH requirements for training in the responsible conduct of research (RCR), both of which require completing a refresher course every four (4) years.

#### **References to other institutional policies if necessary/applicable**

None