

HOWARD UNIVERSITY

Office of Regulatory Research Compliance

Date: October 5, 2026

TO: All Clinical Investigators and Research Staff
Howard University Hospital

FROM: Thomas O. Obisesan, MD, MPH **Thomas Obisesan**
Associate Vice President, Office of Regulatory Research Compliance (ORRC)
Designated Institutional Official

Digitally signed by Thomas Obisesan
Date: 2026.10.13 13:41:21 -04'00'

Reference: Clinician Scientists - Harmonization of Health Insurance Portability and Accountability Act (HIPAA) Training Requirements

To streamline Health Insurance Portability and Accountability Act (HIPAA) compliance procedures and reduce training burden, the ORRC and the Health Sciences Compliance Office reached the following agreements. Henceforth, Clinician Scientists and their Research Staff will complete the Collaborative Institutional Training Initiative (CITI) "Information Privacy Security (IPS)" course for Clinician Scientists. A certificate of successful completion of this course is considered sufficient to meet the HIPAA training requirements of the ORRC and the Health Sciences HIPAA Compliance requirements. Similarly, employees who completed the Health Sciences Compliance course (HealthStream) are exempt from completing the applicable ORRC HIPAA course during the applicable period.

To complete the ORRC Clinician Scientist IPS HIPAA course, please log on to:

<https://www.citiprogram.org/> and follow the steps below:

- Under "My Learner Tools for Howard University Medical Center," select "Add a Course or Update Learner Groups".
- Under the section "Information and Privacy Security", select the IPS option for "Clinician Scientist".
- Complete the course and send a copy of the certificate of successful completion to your Department/ Health Sciences Compliance Office, and a copy to the ORRC when submitting relevant applications to the Institutional Review Board (IRB).

Thank you

CC: Andrea Hayes-Dixon, MD, Dean and Senior Vice President of Health Affairs
Kim Lewis, Ph.D. Vice President for Research
Irene Henrich, PT, CHC, Deputy Chief Compliance Officer, Health Sciences
Department Chairs

