Monitor study staff progress toward CITI completion and COI disclosure

1) Access your submission from Home page Dashboard (unless under review by IRB)

2) Click Application Status button to access Application Status screen

3) Click Personnel tab

4) Verify training complete: Red X = not complete; Green check = complete

5) Verify COI disclosed: COI WebID = disclosure form emailed; COI Number = disclosure form submitted/certified
   Red X = COI review not complete
   Green check = COI review complete