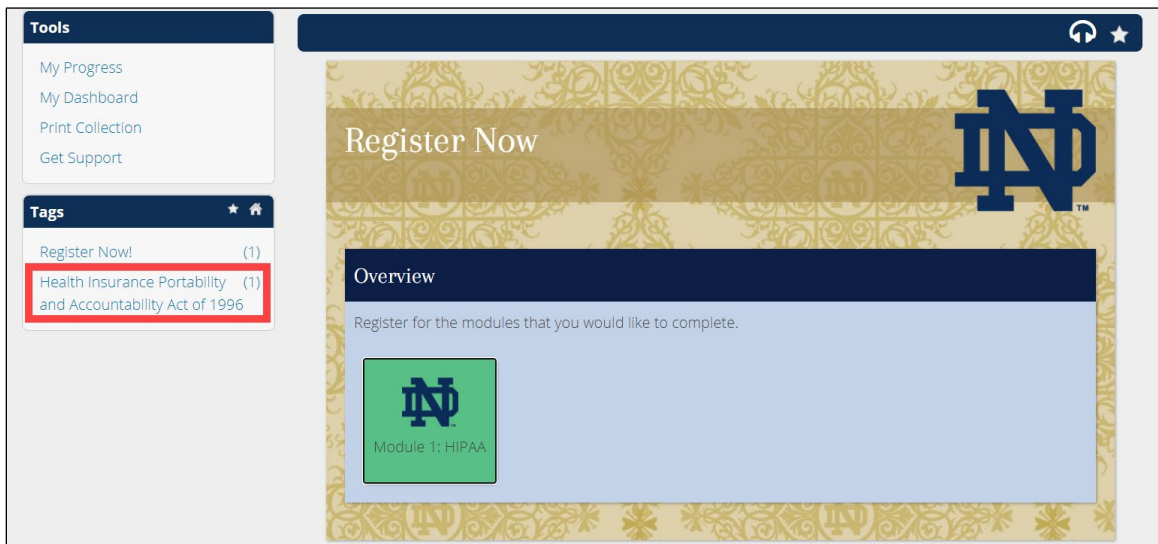




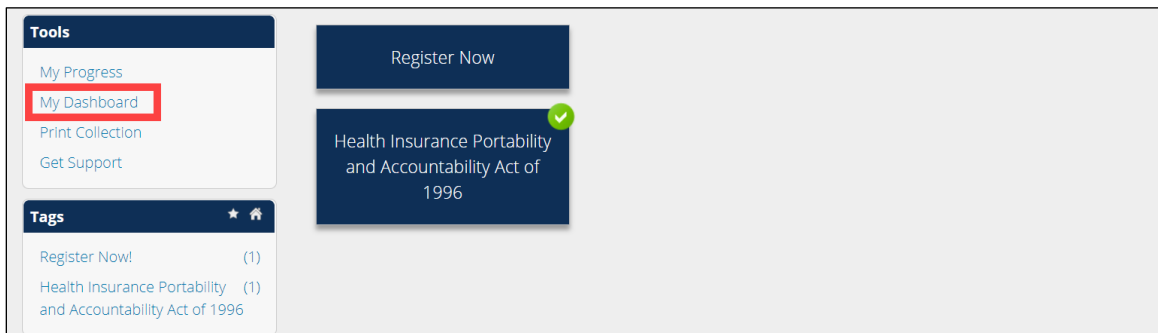
All investigators conducting human subjects research (interacting with subjects or accessing private, identifiable data in either Exempt, Expedited, or Full Board research) must complete HIPAA training. Please follow the steps below to complete the training.

Human Subjects Research HIPAA Training

1. Login to [Luma](#) using your ND credentials
2. On the main page, click on the navy blue “Register Now” button
3. On the registration page, click on the navy blue “Module 1: HIPAA button”
4. In the left-hand navigation “Tags” section, click on the “Health Insurance Portability and Accountability Act of 1996” link



5. Click on the navy blue “Health Insurance Portability and Accountability Act of 1996” button to begin the training module
6. Read the module and linked resources within it. When ready, scroll to section “14. Training Assessment”
7. For each question, mark your answer and click “Submit”
You need a score of at least 120/150 (80%) on the assessment. Once you have completed the assessment, your certificate will be available in the “My Dashboard” section.
8. In the left-hand navigation “Tools” section, click on the “My Dashboard” link



9. In the “Rewards” section of your dashboard, click the “Completion of HIPAA Training” badge

The screenshot shows a user dashboard with a sidebar on the left containing 'Tools' (My Progress, My Dashboard, Print Collection, Get Support) and 'Tags' (Register Now!, Health Insurance Portability and Accountability Act of 1996). The main content area shows a user profile with 'Hi [Name] Here are your stats.' and 'Last Login Nov 12, 2020'. Below this is a 'Total Points' section and a 'Rewards' section. In the 'Rewards' section, the 'Completion of HIPAA Training' badge is highlighted with a red box, while the 'Registration' badge is marked as 'No Image'.

10. In the dialog box, click the “Print my certificate now” link

The dialog box displays the 'Completion of HIPAA Training' badge on the left, which features a shield with 'HIPAA TRAINING COMPLETE' and a caduceus. On the right, the title 'Completion of HIPAA Training' is followed by sections for 'Description', 'Official Criteria', and 'How is this awarded?'. The 'How is this awarded?' section states: 'This reward is awarded automatically when you earn: 80 percent of assessment points for each eNugget in a tag'. At the bottom, the status is 'Awarded on [Date]' and the 'Print my certificate now' link is highlighted with a red box.

11. Your certificate will open in a new tab