

Compliance Training for CSU East Bay Employees

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Course Title	Required Time Spent on Training	Audience	Frequency	Helpful Links Executive Orders/Links	Course Code
Avoiding Conflicts of Interest	25 minutes	COI designated employees, MPP's, Physicians, Pharmacists and SSP IV employees Principal Investigators	Within first 6 months Every 2 years thereafter	COI Handbook FPPC How to complete Form 700 FPPC Hotline: 866-ASK-FPPC	COI
Clery Act	15 minutes	Campus Security Authorities (CSAs)	Annually	EO 1107 The Clery Act Handbook for Campus Safety and Security Reporting Campus Safety and Security Analysis Tools	CLERY
Data Security & FERPA	1 Hour	Employees with access to protected data and information assets.	Within 30 days of hire Thereafter Annually	ICSUAM 8025 CSU Information Security Policy Summary of HIPAA Security Rule	DSP

		Employees with access to student records and data		Payment Card Industry Data Security Standard (PCI DSS) Federal Information Security Modernization Act (FISMA) Children's Online Privacy Protection Rule (COPPA) Gramm, Leach, Bliley Act (GLBA)	
Defensive Driving Fundamentals	45 minutes	All operators of state vehicles and private vehicles while driving on state business.	Every 4 years	Driving for Campus Business	DD
Discrimination, Harassment, and Retaliation Prevention Program for Supervisors	2 hours	Supervisors	Within 30 days of hire Every 2 years thereafter	EO 1095 - 6/23/15 EO 1096 -8/14/20 EO 1097-8/14/20 Equal Pay Act 1963 Title VII of the Civil Rights Act 1964 Age Discrimination in Employment Act 1967	SHPS

				<u>Title IX Education Amendments 1972</u> <u>Section 504, Rehabilitation Act 1973</u> <u>Titles I and V of Americans with Disabilities Act 1990</u> <u>Uniformed Services Employment and Reemployment Rights Act (USERRA)</u> <u>Clery Act</u> <u>Genetic Information Non-Discrimination Act</u> <u>CA Govt Code Section 12940, Unlawful Practices</u> <u>SB 778</u> <u>SB 1300</u> <u>SB 188</u>	
<i>Discrimination, Harassment, and Retaliation Prevention Program for Non-Supervisors</i>	<i>1 hour</i>	<i>Non-Supervisors</i>	<i>Within 30 days of hire</i> <i>Every 2 years thereafter</i>	<u>EO 1095 - 6/23/15</u> <u>EO 1096 -8/14/20</u> <u>EO 1097-8/14/20</u>	<i>SHPNS</i>

				Title IX Education Amendments 1972 CA Govt Code Section 12940, Unlawful Practices SB 778 SB 1300 SB 188	
HIPAA: Protecting Patient Privacy	25 minutes	Trainees, supervisees and volunteers who are under direct control of a HIPAA-covered clinician are required to take this course, or individuals that have access to protected health information (PHI) as a part of their job duties.	<p>Within 30 days of access</p> <p>Annually thereafter</p>	HR 2011-07 ICSUAM 8035 Summary of HIPAA Security Rule Office for Civil Rights Complaints Centers for Medicare & Medicaid Services (CMS) Regulations and Guidance	HIPAA
Gender Equity and Title IX	45 minutes	All employees	<p>Within 30 days of hire</p> <p>Annually thereafter</p>	EO 1095 - 6/23/15 EO 1096 -8/14/20 EO 1097-8/14/20 Title IX Education Amendments 1972 Campus Title IX contacts	SMPS

<p>Mandated Reporter</p>	<p>45 minutes</p>	<p>Employees designated to accept complaints of unlawful discrimination.</p> <p>Employees or volunteers whose duties require direct contact with and supervision of minors' in the performance of the minors' duties in the workplace.</p>	<p>Within 30 days of hire</p> <p>One time for required position categories (see EO 1083)</p>	<p>Child Abuse Mandatory Reporting</p> <p>EO 1083-12/22/20</p> <p>AB 1963 (2019-2020)</p> <p>Child Abuse and Neglect Reporting-Mandated Reporter definition</p> <p>Suspected Child Abuse Report and Instructions</p> <p>Child Welfare Information Gateway</p> <p>Child Welfare Services CPS Emergency Response Hotlines</p> <p>CA State Sheriffs' Association Offices</p>	<p>MNDR</p>
<p>Sex/Gender Discrimination, Harassment and Violence Investigations</p>		<p>Title IX Coordinators and Deputy Coordinators</p> <p>DHR Administrators</p> <p>Investigators, and any employees involved in conducting investigations</p>	<p>Within first 6 months of hire</p>	<p>EO 1095 - 6/23/15</p> <p>EO 1096 -8/14/20</p> <p>EO 1097-8/14/20</p> <p>Title IX Education Amendments 1972</p>	<p>TBD</p>

<i>Injury and Illness Prevention</i>	<i>2 hours</i>	<i>All Employees</i>	<i>Within 30 days of hire</i> <i>Every 3 years Thereafter</i>	<i>Title 8, CA Code of Regulations, 3203</i>	<i>IIPP</i>
<i>Payment Card Industry Data Security Standards (PCI DSS)</i>	<i>30 minutes</i>	<i>Anyone with access to more than one credit card number at a time</i>	<i>Annually</i>	<i>ICSUAM 8035</i> <i>Payment Card Industry Data Security Standards (PCI DSS)</i> <i>Payment Card Industry Data Security Standards Glossary</i>	<i>PCI</i>
<i>Red Flags</i>		<i>Anyone with access to a "covered account" as defined by FACT</i>	<i>On access to covered accounts</i> <i>Annually thereafter</i>	<i>ICSUAM 8065</i> <i>ICSUAM 8105</i> <i>Red Flags Rule</i>	<i>REDFLAGS</i>