

## Compliance Training for CSU Employees

The CSU requires employees to take certain courses to comply with state and university requirements. Those requirements are driven by federal or state law or CSU policy. To assist each employee to determine which courses they are required to take, we are pleased to provide you with the listing of the CSU **online** training Courses through CSU Learn, a third party vendor.

As you are enrolled and due to retake the course, you will get an automated email from CSU Learn asking you to complete the course. If you have difficulty logging into the CSU Learn training site, please use the following link: <https://ds.calstate.edu/?svc=sumtotal&org=csufresno> After the login using your Fresno State ID and password, you should click on "Assigned Learning." This will display all of the courses that have been assigned to you.

For more information on Systemwide Policy Prohibiting Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking against Employees and Third Parties and Systemwide Procedure for Addressing Such Complaints by Employees and Third Parties please refer to Executive order 1096 <https://www.calstate.edu/eo/EO-1096-rev-10-5-16.html>

Human Resources							
Subject Area	CSU Learn Course Name	Length	Audience	Requirement	Frequency	Policy	Contact Name/Number
<b>Sexual Harassment Prevention – Supervisors</b>	CSU’s Discrimination and Harassment Prevention Program	2 Hours	MPP, Dept Chair, Supervisors/Lead	Mandatory	Within six months of assuming the position, then, every two years on October 1st	HR 2005-35 EO’s 1095-1098 (AB1825[1])(AB2053) *	Linda Brase 278-5011
<b>Sexual Violence Awareness and Prevention(Title IX) - Supervisors</b>	CSU’s Sexual Misconduct Prevention Program	30-45 Minutes	MPP, Dept Chair, Supervisors/Lead	Mandatory	Within six months of assuming the position then annually on October 1st	EO’s 1095, 1096 and 1097; CA State Auditor Report Recommendations	Jamie Pontius-Hogan 278-2083
<b>Sexual Violence Awareness and Prevention (Title IX) – Non Supervisors</b>	CSU’s Discrimination, Harassment and Sexual Misconduct Prevention Program (Non-Supervisors)	45 minutes	All non-supervisor employees including Student Assistants, TA/GA	Mandatory	Within six months of assuming the position then annually on October 1st	EO’s 1095, 1096 and 1097; CA State Auditor Report Recommendations	Jamie Pontius-Hogan 278-2083
<b>Clery Act</b>	Understanding the Clery Act	15 Minutes	Campus Security Authorities (CSA)	Mandatory	Within six months of assuming the position then annually on October 1st	Clery Act	Jamie Pontius-Hogan 278-2083
<b>Conflict of Interest</b>	CSU Conflicts of Interest	25 Minutes	COI Designated Positions and Principal Investigators	Mandatory	Within six months of assuming the position, then, every two years on April 15 <sup>th</sup>	HR 2004-15	Kirsten Corey 278-3929

<b>Mandated Reporter - Child Abuse</b>	EDU: Mandated Reporter		All employees	Optional	N/A	EO 1083	Kirsten Corey 278-3929
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## Information Security and Awareness

Subject Area	Course Name	Length	Audience	Requirement	Frequency	Policy	Contact Name/Number
<b>Information/Data Security and FERPA</b>	Data Security & FERPA	1 hour	All employees	Mandatory	Within 30 days of hire and then annually on March 15th	ICSUAM 8035.0	Rafael Villegas 278-3923
<b>HIPAA</b>	HIPAA Basics	25 Minutes	All paid employees PLUS trainees, supervisees and volunteers who are under direct control of the HIPAA-covered clinician	Mandatory	Prior to access and updated annually	ICSUAM 8035.0 45 CFR 184 530 (b) (1))	Rafael Villegas 278-3923
<b>Red Flag</b>	Red Flag	45 Minutes	Anyone with access to a "covered account" as defined by "FACT"	Mandatory	Upon having access to covered accounts and updated annually	ICSUAM 8035.0 Fair and Accurate Credit Transactions Act - 2003	Rafael Villegas 278-3923
<b>Payment Card Industry Data Security Standards</b>	Payment Card Industry Data Security Standards	30 Minutes					Rafael Villegas 278-3923

## Environmental Health and Safety

Subject Area	Course Name	Length	Audience	Requirement	Frequency	Policy	Contact Name/Number
<b>Defensive Driving</b>	Defensive Driving Fundamentals	54 Minutes	All Operators driving vehicles on university business	Mandatory	Every 4 years if driving more than one day per month	Use of University & private Vehicle Guidelines (July 2012)	Lisa Kao 278-7422
<b>Injury and Illness Prevention</b>	CSU - Injury and Illness Prevention Program	45 Minutes	All Employees	Mandatory; All Employees Supervisor Tailgates	Upon hire	Title 8, CA Code of Regs, §3203	Lisa Kao 278-7422