



SAFETY NOTICE

Changes in Online Training

RISK MANAGEMENT & SAFETY

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Category: Laboratory Safety Training

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ONLINE TRAINING IS CHANGING

complyND is the University's new digital solution that allows the assignment and tracking of all required safety training. Starting November 16, 2015, all laboratory personnel who are required to take laboratory safety training must do so within *complyND*. The VIVID online training system is being phased out.

- **Complete any outstanding training in Vivid by 12/1/15.** Personnel, who have been assigned training through Vivid, must complete this training by December 1, 2015. Course assignments not completed or partially completed in VIVID will not be migrated to *complyND*. If the course is not completed by 12/1/15 in Vivid then the training must be re-assigned and taken in its entirety in *complyND*.
- **Print all completed course certificates.** Although records will be maintained, it is recommended that you print all Vivid course certificates of completion or save them to a local device for later retrieval.

Future course assignments:

- Risk Management and Safety (RMS) will be assigning refresher training through *complyND* approximately 1 year after course completion.
- *complyND* requires Notre Dame NetID; therefore, non-Notre Dame personnel (high schoolers, volunteers, visiting researchers, etc.) will not be transferred from Vivid to *complyND*. These individuals must obtain an ND NetID, [click here](#) for instructions, and get assigned by their ND supervisor/PI or *complyND* Department Contact ([click here for the list](#)).

Starting November 9, 2015, *complyND* will have the following laboratory safety training courses available for use:

Old Course Title	New Course Title in <i>complyND</i>
• Lab Safety Fundamentals	RMS -Lab Safety Fundamentals
• Principles of Biosafety and Biocontainment	RMS - Biosafety
• Portable Fire Extinguisher Safety	Fire – Fire Extinguisher Training 2015
• Bloodborne Pathogens (BBP)	RMS – BBP 2015

Each department has identified an individual to serve as the *complyND* Department Contact. This person is capable of establishing a supervisor relationship in *ComplyND* for students, post-docs, visiting faculty and researchers or others who are not Notre Dame personnel. The supervisor or PI/designee can then assign the required training.

Resources:

- [complyND Information](#)
- [Non-Employee NetID Access Request Form](#) (Questions should be directed to HR.)
- [Quick Reference Guide for Supervisors/PIs](#)
- [Supervisor information](#)
- For additional assistance, call RMS at 631-5037



All safety communications can be found at <http://riskmanagement.nd.edu/safety-alerts/>.