

## 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 Skillport, a third party vendor.

As you are enrolled and due to retake the course, you will get an automated email from Skillport asking you to complete the course. If you have difficulty logging into the Skillsoft training site, please use the following link:

<https://ds.calstate.edu/?svc=skillsoft>

After the login using your Fresno State ID and password, you should click on "My Plan". 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	Course Name	Length	Audience	Requirement	Frequency	Policy	Contact Name/Number
<b>Sexual Harassment Prevention – Supervisors</b>	<b>EDU Supervisor: Anti-Harassment, Discrimination, Retaliation (CA-13-H)</b>	<b>2 Hours</b>	<b>MPP, Dept Chair, Supervisors/Lead</b>	Mandatory	Within six months of assuming the position, then, every two years	HR 2005-35 EO's 1095-1098 (AB1825[1])(AB2053) *	Linda Brase 278-5011
<b>Discrimination, Harassment and Retaliation (all protected statuses, including sex/gender) - DHR</b>	CSU: Preventing Discrimination and Harassment for Non-Supervisors	45 Minutes	All employees including student assistants. Excludes MPP, Chair, Supervisor/Lead	Mandatory	Within 12 months of the effective date of EO1096, and within six months of assuming the position then annually	EO's 1095, 1096 and 1097; CA State Auditor Report Recommendations (AB2053) *	Linda Brase 278-5011
<b>Conflict of Interest</b>	CSU Conflicts of Interest	45 Minutes	COI Designated Positions and Principal Investigators	Mandatory	Within six months of assuming the position, then, every two years	HR 2004-15	Kirsten Corey 278-3929
<b>Mandated Reporter - Child Abuse</b>	EDU: Mandated Reporter	45 Minutes	All employees	Optional	N/A	EO 1083	Kirsten Corey 278-3929
<b>Sexual Violence Awareness and Prevention</b>	EDU: Eliminate Campus Sexual Violence (CSU)	45 Minutes	All employees excluding Student Assistants, TA/GA	Mandatory	Within 12 months of the effective date of EO1096, and within six months of assuming the position then annually	EO's 1095, 1096 and 1097; CA State Auditor Report Recommendations	Linda Brase 278-5011

<b>Clery Act</b>	EDU: Clery Act Basics	45 Minutes	Campus Security Authorities (CSA)	Mandatory	Annually	Clery Act	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</b>	Data Security & Privacy	45 Minutes	All employees with access to protected data and information assets	Mandatory	Upon hire and updated regularly as campus determines	ICSUAM 8035.0	Rafael Villegas 278-3923
<b>HIPAA</b>	HIPAA Basics	45 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>FERPA</b>	EDU: FERPA & Protecting Education	45 Minutes	All employees with access to student records and data	Mandatory	Prior to access and updated regularly as campus determines	ICSUAM 8035.0	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

## Environmental Health and Safety

Subject Area	Course Name	Length	Audience	Requirement	Frequency	Policy	Contact Name/Number
<b>Defensive Driving</b>	Defensive Driving	45 Minutes	All Operators of State vehicles	Mandatory	Every 4 years if driving at least once a 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