

## 2022–2023 Training Plan

IDIBGI invests in training to enhance the talent and development of people, their knowledge and their professional careers. This is reflected in the Strategic Plan, the Equality Plan, the HR Excellence in Research Seal, among others, from which the commitment to training can be deduced.

The main goal of the Training Plan is to facilitate the achievement of the institution's goals with the contribution of the entire team, which is a well-trained team with the necessary knowledge to achieve success.

### Who is the TP for?

The Training Plan (TP) has a transversal format and is open to all IDIBGI staff,

- ✓ Hired Research Staff
- ✓ Assigned Research Staff
- ✓ Administrative Staff and Research Support
- ✓ Hospital Resident Staff

Each training action will apply to one or more groups depending on the type of training. It will be determined in each case to which group(s) it applies.

### Training modalities

Within the TP you can find training included in the following blocks:

- Compulsory and initial training
- Transversal training and institutional values
- Transversal training in research
- Lecture or seminar series on different topics
- Resident Research Training

At IDIBGI there are specific training programmes promoted within a research group related to their area of expertise, these are outside the IDIBGI's TP scope.

### Other training resources available:

The IDIBGI has managed to strengthen its collaboration with the University of Girona, with new synergies in training for research staff, thanks to which IDIBGI staff can benefit from the same training programmes as those available to the university's staff.

IDIBGI staff can access and enrol in the courses offered internally by the University of Girona and the Josep Pallach Institute of Education Sciences.

### Communication of training activities

There will be a specific announcement for each of the training activities, indicating the goals of the training, content, information about the trainer, day, time, modality, and form of registration.

### Participation in training programmes

To register, use the form attached to each training announcement.

Enrolees will receive a registration notice.

### Evaluation of the training action

After each training activity, the evaluation survey will be completed in order to gather information, be able to evaluate the activity and continue to improve the quality of future training programs.



### For more information

You can contact the HR Department at [rrhh@idibgi.org](mailto:rrhh@idibgi.org)

## 2022–2023 Training activities

### Recommended activities for each professional category

Below are the training activities recommended for each professional category. It is recommended that everyone assess, along with their direct superior, and based on their needs, which training activities they will participate in during the year and thus determine a professional development plan that will improve their professional skills.

 Institut d'Investigació Biomèdica de Girona Dr. Josep Trueta		 HR EXCELLENCE IN RESEARCH		Timing	Annuity	Research nurse	Laboratory Technician	Research technician	R1	R2	R3	R4	Residents	Administrative Support R.	Support Technician R.	Support Manager R.
1	Reception training, Labour Risk Prevention and biosecurity	Monthly	2022-23													
2	Data protection	Biannual	2023													
3	Biosafety	SN*	2022													
4	Waste management	SN*	2023													
5	Firefighting training	Annual	2022-23													
6	Instructions for action in the event of an emergency	Biannual	2022													
7	English language	Annual	2022-23													
8	Office tools	SN*	2022-23													
9	Code of ethics, conduct and good practice	SN*	2022-23													
10	Team leadership and management	SN*	2022-23													
12	Awareness and research methodology from a gender and equality perspective	SN*	2022													
13	Time management	SN*	2022													
14	Scientific communication and dissemination	Annual	2022-23													
15	Writing and publishing scientific articles	SN*	2022													
16	Bibliographic Research in Health Sciences	SN*	2022													
17	Methodology and statistics applied to clinical research	SN*	2022													
18	Bioinformatics	SN*	2022													
19	Intellectual Property in Science	SN*	2022													
20	Open Access	Annual	2022-23													
21	Application for individual and mobility grants	Annual	2022-23													
22	Grants and Funding Programs	SN*	2022-23													
23	Writing project applications	SN*	2022-23													
24	Laboratory procedures and other technical training	SN*	2022-23													

25	Lecture Series	Annual	2022-23																
26	Clinical Research Ethics. Informed consent	Annual	2022-23																
27	Research GDPR	Annual	2022-23																
28	The value of research	Annual	2022-23																
29	How is search done?	Annual	2022-23																
30	Introduction to good practices in Clinical Trials (ICH - E6)	Annual	2022-23																
31	IDIBGI Biobank	Annual	2022-23																
32	Financial support for Research and the Scientific Careers	Annual	2022-23																
33	Open Science	Annual	2022-23																
34	Innovation, intellectual property management, transfer of results and social impact	Annual	2022-23																
35	Artificial intelligence and use of large databases	Annual	2022-23																
36	What if I want to do my Thesis?	Annual	2022-23																
37	Statistical and Methodological Advisory Unit workshops: presentation of results for a conference / publication of a scientific article	Annual	2022-23																
38	First Research Day for Girona residents (ICS, IAS, Family...)	Annual	2022-23																

Compulsory and initial training
Transversal knowledge and institutional values
Transversal knowledge in research
Resident Research Training