

Training plan 2024-2025

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

The main objective of the Training Plan is to facilitate the achievement of the institution's objectives, with the contribution of the entire team; a team trained and with the necessary knowledge to be able to achieve many achievements.

Who is the Training Plan addressed to?

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

- ✓ Research Staff
- ✓ Assigned Research Staff
- ✓ Administrative and Research Support Staff
- ✓ Resident Staff at the Hospital

Each training action will be addressed to one or more groups depending on the type of training. The group/s to which are addressed it will be determined in each case.

Training modalities

In the TP you can find training courses included in the following blocks:

- Initial and/or compulsory training*
- Transversal knowledge and institutional values
- Specialised training
- Research training for Residents

*Compulsory training will apply to new staff and will take place every 5 years or whenever current regulations, updates or needs so require.

At IDIBGI there are specific training courses promoted within a research group and/or structure related to its area of expertise; these are outside IDIBGI's TP.

Other training resources available

IDIBGI collaborates with the University of Girona and IDIBGI staff can benefit from training courses offered to internal staff of the University.

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

Communication of training activities

Specific information will be provided for each training activity, indicating the objectives of the training, contents, information about the trainer, day, time, modality and registration form.

Participation in the training programme

Registrations for training courses can be made on the form attached to the announcement of each scheduled training activity.

Registered participants will receive a notification of registration.

Evaluation of the training activity

After each training activity, an evaluation survey will be sent for completion in order to gather information, to be able to assess the activity and to continue improving the quality of future training programmes.

For additional information

You can contact the HR Department at rrhh@idibgi.org



Training activities 2024-2025

Recommended activities according to professional category

Below is a list of recommended training activities for each professional category. It is recommended that each person assesses together with the person in charge and based on their needs, which training activities they will participate in during the year and in this way determine a professional development plan that allows them to improve their professional competences.

Initial and/or obligatory training courses
Transversal knowledge and institutional values
Transversal knowledge in research
Research training for residents

*(AN): According to Needs

 Institut d'Investigació Biomèdica de Girona Dr. Josep Trueta		 HR EXCELLENCE IN RESEARCH		Temporal	Annuity	Planned timetable	Nurse	Technician Lab	Technician research	R1	R2	R3	R4	Residents	Admin Support R.	Technician Support R.	Responsible Support R.
1	Welcome, Health and Safety at Work and Biosecurity (I)	Monthly	2024 i 2025	Continued													
2	Biosecurity(O)	Biannual	2025	2T													
3	Code of ethics, conduct and good practice	Annual	2024 i 2025	3T													
4	Compliance Penal (O)	Biannual	2024	1T													
5	Emergency action instructions (O)	Annual	2024 i 2025	2T													
6	Fire extinction (O)	Annual	2024 i 2025	2T													
7	Waste management (O)	Biannual	2024	1T													
8	Data privacy (O)	Annual	2024 i 2025	3T													
9	Excel and other office tools	SN*	2024 i 2025	2T													
10	Equality, diversity and harassment prevention	SN*	2024 i 2025	1T, 3T													
11	Women's leadership and professional career	SN*	2025	2T													
12	Leadership, communication and team management	Annual	2024 i 2025	2T													
13	English language	Annual	2024 i 2025	Continued													
Open science and RRI																	
14	Good practices in Open Science & RRI	Annual	2024 i 2025	3T													
15	Impact and Citizen Science	SN*	2024	2T													
Innovation and transfer																	
16	Successful cases in innovation	SN*	2024	2T													
17	Skills for the translation of research results to the patient.	SN*	2025	2T													
18	Spin-off creation	SN*	2024	3T													
19	Dissemination of the portfolio of interesting products for clinical practice.	SN*	2024	4T													
20	CIMTI Methodology: Health Innovation Cycle	SN*	2025	1T													

21	European Medical Devices Regulations	SN*	2025	2T															
22	Transfer of knowledge and Intellectual Property Rights	SN*	2025	3T															
Laboratories																			
23	Laboratory procedures and other technical training	SN*	2024 i 2025	Continued															
Research methodology																			
24	Communication and scientific dissemination	Annual	2024 i 2025	2T															
25	Statistics applied to research	SN*	2024	2T															
26	Bibliographic Research in Health Sciences	SN*	2024	2T															
27	Writing and publishing scientific articles	SN*	2024	4T															
Projects and grants																			
28	Research career and international mobility	Annual	2024 i 2025	2T															
29	How to evaluate health research and innovation	SN*	2024	1T															
30	Calls for Proposals and Funding Programs	Annual	2024	4T															
31	Integration of the gender dimension in research projects	SN*	2024	2T															
32	Preparation of proposals: legal and financial aspects	SN*	2024	3T															
33	Writing project applications (international)	Biannual	2025	1T															
34	Application for individual and mobility grants	Annual	2024 i 2025	2T															
Workshops																			
35	Cycles of Conferences- In-side science	Monthly	2024-2025	Continued															
36	External workshops	Half-yearly	2024 i 2025	1T, 4T															
37	Conference of Research for residents from Girona (ICS, IAS, Family,...).	Annual	2024 i 2025	1T															R1
38	Grants for Research and Scientific Career	Annual	2024 i 2025	1T															R2
39	Course R Commander: Statistics	Annual	2024 i 2025	1T															R2
40	IDIBGI's Biobank	Annual	2024 i 2025	1T															R1
41	Ethics and GDPR in Research	Annual	2024 i 2025	1T															R3
42	Innovation	Annual	2024 i 2025	1T															R3
43	The Research of IDIBGI's hand	Annual	2024 i 2025	1T															R2
44	Clinical research	Annual	2024 i 2025	1T															R1-R5
45	Presential meetings for statistical and methodological advice: presentation of results in a congress / publication in a scientific article	Annual	2024 i 2025	1T															R1-R5