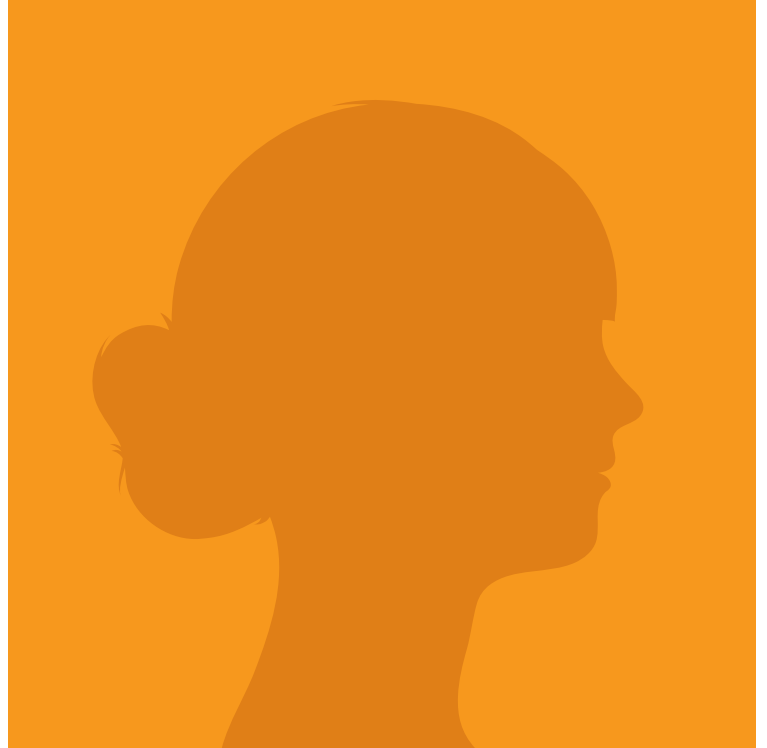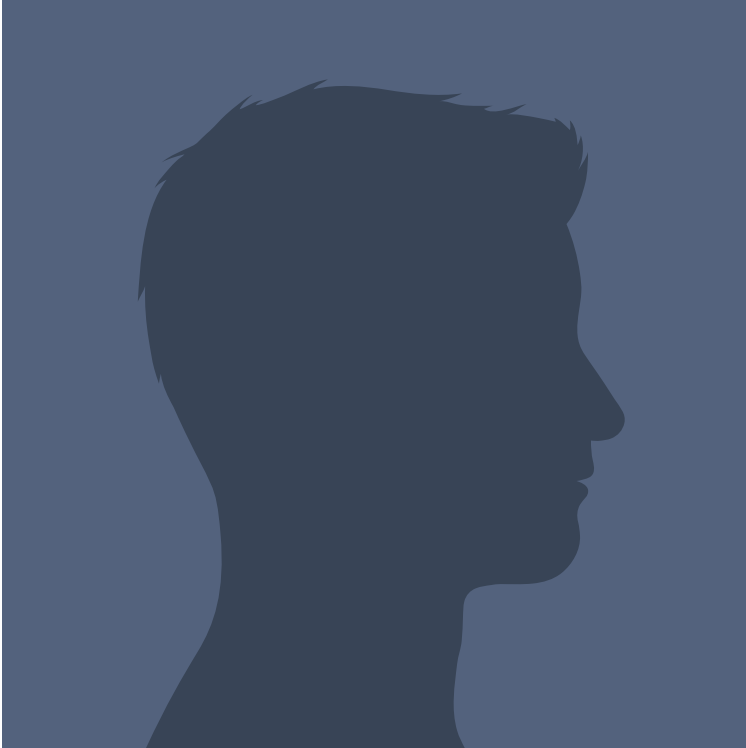# The Four Faces of Compliance Training (Libs)

The Industry Perspective

Training in my organization is owned by _____.
(noun)

But there are _____ groups that influence our approach.
(number)

This leads to a _____ training approach.
(adjective)

GXP trainers are most concerned with _____.
(noun)

Commercial trainers focus on _____.
(noun)

HR trainers emphasize _____.
(noun)

As a result, we have _____ learning technologies.
(number)

Of course, we used to have _____ different LMSs.
(number)

This leads to _____ training compliance.
(adjective)

The current landscape is _____ for our organization.
(adjective)

Training as Part of Compliance

Training is a _____ part of organizational compliance.
(adjective)

It's a critical factor to ensure _____ and _____.
(noun)   (noun)

Good training programs also improve _____.
(noun)

The FDA is very _____ when it comes to training.
(adjective)

Inspectors look for _____ related to training records.
(noun)

Training _____ leads to investigational findings.
(?)

This results in _____ 483s annually.
(number)

I am _____ about training compliance at my company.
(adjective)

We are doing _____ to ensure its health.
(?)

Overall, the industry is _____ at training compliance.
(adjective)

The Four Faces of Compliance Training

Four areas of my organization _____ compliance training.
(verb)

"Training status" means _____ and _____.
(adjective)   (adjective)

It is owned by _____ and _____.
(noun)   (noun)

"Validated systems" means _____ and _____.
(adjective)   (adjective)

That responsibility is owned by _____ and _____.
(noun)   (noun)

"Current and correct content" means _____ and _____.
(adjective)   (adjective)

The _____ and _____ owns that at my company.
(noun)   (noun)

"Qualification-drive learner roles" means _____ and _____.
(adjective)   (adjective)

The _____ and _____ departments determine that for us.
(noun)   (noun)

These four areas work _____ together _____.
(adjective)   (noun, time)

Making the Family Less Dysfunctional

I think we can improve each area by _____ percent.
(number)

Doing so will result in _____ gains.
(?)

"Training status" should be owned by _____.
(noun)

Doing this will improve _____.
(noun)

Moving to _____ can simplify "validated systems."
(noun)

That decision will reduce _____ and increase _____.
(noun)   (noun)

We can keep content "current and correct" with _____.
(phrase)

That process should be owned by _____.
(noun)

Building _____ is the best way to leverage "learner roles."
(noun)

This will help take advantage of _____.
(phrase)

Our first priority should be _____ to improve compliance training.
(noun)

I believe we will need _____ stakeholders to buy into this plan.
(number)

Four Faces Worksheet

	Known	Unknown	Myth	Insight
Training Status				
Validated Systems				
Current and Correct Content				
Qualification-Driven Learner Roles				

Four Faces Checklist

Use the following checklist to help navigate ownership and improvement of Compliance Training at your company.

Training has a clear owner at my organization.

- o That owner is _____.

- o The secondary owners are _____.

Historically, Compliance Training has a clear mandate at my organization.

- o It (has / has not) led to specific inspection findings in the past.

- o We (have / have not) put enough emphasis on easily demonstrating training compliance when needed.

Training Status has a clear owner at my organization.

- o That owner is _____.

- o Our strengths include _____.

- o Areas for improvement include _____.

Validated Systems has a clear owner at my organization.

- o That owner is _____.

- o Our strengths include _____.

- o Areas for improvement include _____.

Current and Correct Content has a clear owner at my organization.

- o That owner is _____.

- o Our strengths include _____.

- o Areas for improvement include _____.

Qualification-Drive Learner Roles has a clear owner at my organization.

- That owner is _____.

- Our strengths include _____.

- Areas for improvement include _____.

Overall, Compliance Training is a (strength / weakness).

- If I could improve one of the Four Faces it would be _____.

- If I could use one as a model for the others it would be _____.

OTHER NOTES:

_____

_____

_____

_____

_____

_____

_____

_____