



Survey of the Health of Wisconsin Data Use Agreement Form for Classroom Use

The Survey of the Health of Wisconsin (SHOW) makes de-identified data available for classroom use (not for research purposes) following UW IRB policy: “If the data and interpretation are for pedagogical purposes only and gathered without the intention of dissemination beyond the scope of the course, the student project should be categorized as a course assignment rather than human participants research and thus IRB review is not required.” (<https://kb.wisc.edu/qsadminkb/page.php?id=29168>).

SHOW has devised the most stringent data security plan that is feasible given the complex nature of the survey design. All data and specimens collected on human subjects in the Survey of the Health of Wisconsin are protected from technical and physical loss and damage and from disclosure of identifiable data from the initial point of collection through interim storage, transport, transmissions, downloads, processing, final storage, and distribution of datasets and specimens. Per SHOW policies datasets obtained via this request cannot be shared with persons not listed on this request. After completion of your project we request that dataset files are permanently deleted/destroyed.

The purpose of this data use agreement is to outline your responsibilities as a student using de-identified SHOW data for classroom use only.

- I am requesting permission to analyze unpublished data collected as part of SHOW. I understand that via my application for use and any subsequent use of the data, I am agreeing to the following statements and terms:
- I agree to restrict analyses of the data to those that are pertinent for the objectives of the course.
- I agree to maintain the confidentiality of the data and not share any SHOW data with persons outside the classroom for which the dataset were prepared. Only individuals registered for the class may have access to the dataset. I will make no attempts to identify individuals, families or households. I will not disclose or publish data whereby a sample unit or survey respondent could be identified or related to any particular individual, family or household.
- To respond promptly and in writing to inquiries made by SHOW regarding compliance with this agreement or the expected date of the completion of the classroom use.
- I agree that data must be stored on a password-protected drive (personal computer or server). Data should be transferred directly to this drive using UW-Box or other secure method with the assistance of the SHOW Data Team and/or the class instructor noted below. No other copy of the data is allowed. I agree to permanently delete/destroy dataset files after completion of this project, per the specified analysis completion date in this agreement.
- If use of the classroom data develops into human subjects research (beyond the scope of the course assignment, for generalizable knowledge), or for any other secondary use of the data is desired, the course instructor will work with the student to receive IRB approval or exemption prior to research commencement. The student will also submit a data request and subsequent manuscript proposal for each proposed use of the SHOW data for review and approval by the SHOW Executive or Publication Review Committee and sign a new data use agreement. Send a message to researchers@show.wisc.edu for SHOW data request forms and policies.

For office use only: Assigned data request number _____

I understand that failure to adhere to these terms will be deemed non-compliant with SHOW policies as well as UW-Madison rules and regulations and at minimum could result in the loss of the opportunity to use SHOW data in the future.

Name of Applicant (Please Print):

Analysis completion date:

Primary Applicant Signature

Date

Instructor/Faculty Signature

Date

Please send completed form electronically to data@show.wisc.edu

For office use only: Assigned data request number _____