May 25, 2022

Attachment 2: Deployment Checklist

This checklist is required for all RShiny apps deployed and hosted on shinyapps.io. It ensures that the developer of the application affirms that the code, visuals, data, and conclusions are in accordance with the shinyapps.io use policy, DHSS data privacy policies and standards, and both State and Federal Laws.

Date: _____

Name of Developer: _____ Email: _____

Name of Account User (if different from developer): _____ Email: _____

User affirmations:

☐ The user publishing the application to shinyapps.io has signed and turned in a ROB to the account manager

☐ The user affirms that the shiny application returns valid and verified results.

☐ The user affirms that the shiny application meets minimal ADA requirements (Tags on images, color accessibility, data is downloadable, text and tables are readable, use of hyperlinks are spelled out, and use of accessible fonts).

☐ The user affirms that all files contained within the application (a.k.a. shiny project), which includes the UI, Server, Global files, R functions, images, data, and CSS/html helpers, contain NO PHI or confidential information.

☐ The user affirms that the application does not communicate with or access data or other information located on the state system behind the firewall.

☐ The user affirms that the data used by the application are de-identified in accordance with State and Federal law (HIPAA)

      Please specify the method used for verification: _____

      Signature of developer: _____ Date: _____

      Signature of user: _____ Date: _____

      Signature of senior scientist: _____ Date: _____

☐ Name of application to be deployed: _____

☐ R Version the application was built with: _____

☐ Local path or repository (e.g., GitHub) where production application backup is located:

_____

☐ A brief description of the project (what data does it use, what does it do, and who is the intended audience):