Packet Overview

Dear Data Owner. This packet can be used to help navigate the regulatory and data security requirements for hosting and vending high risk data at Stanford. Please let us know if you have any questions. You can reach Isabella Chu at itaylor@stanford.edu

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| File Name | Purpose of Document |
| i\_[Stanford\_Data\_Risk\_Assessment](https://uit.stanford.edu/security/dra) | Early in the process, you should complete a Data Risk Assessment with Stanford ISO. Please follow these instructions. You can learn more about data risk classifications here: [Stanford Data Risk Classifications](https://uit.stanford.edu/guide/riskclassifications) |
| 1\_Protocol\_36332  2\_Protocol\_40974 | Data Core Protocols:  36332 covers receipt, cleaning, storage, linkage, de-identification and risk reduction and manipulation of almost any variable imaginable.  40974 allows data exploration, pilot work, variable identification and preliminary code. Also all research on “deidentified” datasets using PHS hosted data.  These protocols can be cloned for your use.  We also have umbrella research protocols which can be cloned which cover research activity on specific, high value datasets. |
| 3\_SU\_Institutional\_DUA\_Template\_15Apr19 | This document should be used if you are sharing copies of moderate or high risk data with another institution or there will be substantive data exchange or research collaboration with another institution. |
| 4\_Template\_DUA\_Request\_01Jan19 | You must include this document with your DUA when you send it to the appropriate legal group on campus. |
| 5\_Stanford\_DMP\_General\_01Mar19 | This describes procedures for managing high risk data at Stanford. |
| 6\_permission\_group\_SAMPLE\_16Apr19 | You should consult with the Stanford Data Commons to set permissions for your dataset. There may be special requirements you have for your dataset. Our platform is highly flexible and can be configured to require whatever you deem appropriate. |
| 7\_DUA\_Individual\_15Apr19 | This document must be signed by every individual accessing high risk data. You can customize it for your dataset. |
| 8\_terms\_citation\_costs\_template\_15Apr19 | This should be customized to your dataset and covers things like:  1) **Citation language. You should make sure there is a paper that can be cited every time someone uses your data!**  2) Who can use the data/PI requirements  3) Linkage restrictions  4) Data overlay restrictions  5) Cell size suppression and other non-intuitive nuances of use  6) Fees to use data |
| 9\_Data Download Policy | This is the PHS data download policy. We recommend you do not allow downloads of raw data for high risk datasets. |
| 10\_[PHS Data Security Training](https://drive.google.com/file/d/0BzXdI855xhjrU0owUzVlaE9GS0E/view) | This is specific to PHS. However, this can be updated for general use and other types of high risk data. |