DMP_1113122N

Project Name Demand for long-term care services and its policy implications - DMP_1113122N
Grant Title 1113122N
Principal Investigator / Researcher Marjolein Van Damme
Description This study will research the demand for long-term care services among the elderly in Germany and Belgium. The focus will be on the impact of the subsidy scheme and other policy interventions on the demand for different types of long-term care services.
Institution KU Leuven

1. General Information
Name applicant
Marjolein Van Damme

FWO Project Number & Title
1113122N - Time marches on: Demand for long-term care services and its policy implications

Affiliation

- KU Leuven

2. Data description
Will you generate/collect new data and/or make use of existing data?

- Reuse existing data

Describe in detail the origin, type and format of the data (per dataset) and its (estimated) volume. This may be easiest in a table (see example) or as a data flow and per WP or objective of the project. If you reuse existing data, specify the source of these data. Distinguish data types (the kind of content) from data formats (the technical format).
Datasets for Work Packages 1 and 2
Pflegestatistik: German dataset on users of long-term care services

- Format: .dta
- Owner of dataset: the German Federal Employment Agency
- Place of storage: Servers of the German Federal Employment Agency. The researcher can only access the data at the Research Data Centre (FDZ) of the Federal Employment Agency in Düsseldorf or by sending scripts by e-mail.
- Volume: N/A (data stored by the German Federal Employment Agency)
- How created: see https://www.forschungsdatenzentrum.de/de/gesundheit/pflege
- Anonimization level: pseudo-anonimized data (by the German Federal Employment Agency). Re-identification of individuals by the researcher is not possible.

Micro-census: German dataset containing individual- and household-level information of a representative sample of the population

- Format: .dta
- Owner of dataset: the German Federal Employment Agency
- Place of storage: Servers of the German Federal Employment Agency. The researcher can only access the data at the Research Data Centre (FDZ) of the Federal Employment Agency in Düsseldorf or by sending scripts by e-mail.
- Volume: N/A (data stored by the German Federal Employment Agency)
- How created: see https://www.destatis.de/DE/Themen/Gesellschaft-Umwelt/Bevoelkerung/Haushalte-Familien/Methoden/mikrozensus.html
- Anonimization level: pseudo-anonimized data (by the German Federal Employment Agency). Re-identification of individuals by the researcher is not possible.

Dataset for Work Package 3
Permanente Steekproef: Dataset on health care use of representative sample of the Belgian population

- Format: .csv
- Owner of dataset: the Belgian InterMutualist Agency
- Place of storage: Servers of the InterMutualist Agency. The researcher receives a personal token to access the dataset via remote desktop (through a secure VPN connection).
- Volume: N/A (data stored by the InterMutualist Agency)
- How created: see https://metadata.ima-aim.be/nl/app/bdds/Ps
- Anonimization level: pseudo-anonimized data (by the InterMutualist Agency). Re-identification of individuals by the researcher is not possible.

Data for all Work Packages
Scripts and code: for the analysis of the datasets

- Format: .do, .R, .m
- Owner of dataset: the researcher (Marjolein Van Damme)
- Place of storage: KU Leuven OneDrive
- Volume: 1GB
- How created: N/A
- Anonimization level: N/A

3. Legal and ethical issues
Will you use personal data? If so, shortly describe the kind of personal data you will use. Add the reference to your file in KU Leuven's Register of Data Processing for Research and Public Service Purposes (PRET application). Be aware that registering the fact that you process personal data is a legal obligation.

- No

Are there any ethical issues concerning the creation and/or use of the data (e.g. experiments on humans or animals, dual use)? If so, add the reference to the formal approval by the relevant ethical review committee(s)

- No

Does your work possibly result in research data with potential for tech transfer and valorisation? Will IP restrictions be claimed for the data you created? If so, for what data and which restrictions will be asserted?

- No

Do existing 3rd party agreements restrict dissemination or exploitation of the data you (re)use? If so, to what data do they relate and what restrictions are in place?

- Yes

WP 1 & 2: The Pflegestatistik and Micro-census datasets were obtained from the German Federal Employment Agency with the explicit agreement that these are not to be shared beyond the project collaborators. Results can be publised with the permission of the Federal Employment Agency.
WP 3: The Permanente Steekproef dataset was obtained from the Belgian InterMutualist Agency with the explicit agreement that these are not to be shared beyond the project collaborators. Results can be publised with the permission of the InterMutualist Agency.

4. Documentation and metadata
What documentation will be provided to enable reuse of the data collected/generated in this project?
Scripts and codes to replicate the results of the research will be provided.

Documentation to enable reuse of the datasets is not applicable to this project as all datasets used in this project must be obtained by concluding a contract with the relevant authorities (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

Will a metadata standard be used? If so, describe in detail which standard will be

used. If no, state in detail which metadata will be created to make the data easy/easier to find and reuse.

- Yes

The Dublin Core metadata standard will be used.

5. Data storage and backup during the FWO project
Where will the data be stored?

The datasets will be exlusively kept in the storage facilities of the data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

The metadata, scripts and codes will be kept on the KU Leuven OneDrive.

How is backup of the data provided?

N/A for the datasets.

The metadata, scripts and codes will additionally be kept on an external hard drive (aside from being stored on the university's OneDrive with automatic daily back-up procedures).

Is there currently sufficient storage & backup capacity during the project? If yes, specify concisely. If no or insufficient storage or backup capacities are available then explain how this will be taken care of.

- Yes

N/A for the datasets.

The university's OneDrive has 2 TB of storage space for each employee. There will thus be sufficient storage and backup capacity for the metadata, scripts and codes during the project.

What are the expected costs for data storage and back up during the project? How will these costs be covered?

Data storage costs for the datasets are included in the contract with the data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

The 2TB of data storage at the university's OneDrive is free for employees.

Data security: how will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?

Data security is ensured by the data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

- Data WP1 & 2: the researcher can only access the datasets at the Research Data Centre (FDZ) of the Federal Employment Agency in Düsseldorf or by sending scripts by e-mail.
- Data WP3: the researcher receive a personal token to access the dataset via remote desktop (through a secure VPN connection).

6. Data preservation after the FWO project
Which data will be retained for the expected 5 year period after the end of the project? In case only a selection of the data can/will be preserved, clearly state the reasons for this (legal or contractual restrictions, physical preservation issues, ...).

All datasets will be retained for the expected 5 year period after the end of the project by the relevant data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

The metadata, scripts and codes will be retained at the university for the expected 5 years after the end of the project.

Where will the data be archived (= stored for the longer term)?

The datasets will be archived by the relevant data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

The metadata, scripts and codes will be stored on the university's central servers (with automatic back-up procedures) for at least 10 years, conform the KU Leuven RDM policy.

What are the expected costs for data preservation during the retention period of 5

years? How will the costs be covered?

As the datasets are stored and managed by the relevant data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3), there is no expected cost for data preservation.

The metadata, scripts and code will be hosted on the servers of KU Leuven. As the KU Leuven provides 2TB of storage for employees, there will be no expected cost for data perservation.

7. Data sharing and reuse
Are there any factors restricting or preventing the sharing of (some of) the data (e.g. as defined in an agreement with a 3rd party, legal restrictions)?

- Yes. Specify:

WP 1 & 2: The data were obtained from the German Federal Employment Agency with the explicit agreement that these are not to be shared beyond the project collaborators.

WP 3: The data were obtained from the Belgian InterMutualist Agency with the explicit agreement that these are not to be shared beyond the project collaborators.

Which data will be made available after the end of the project?

None of the datasets will be made available for the following reasons:

- WP 1 & 2: The data were obtained from the German Federal Employment Agency with the explicit agreement that these are not to be shared beyond the project collaborators.
- WP 3: The data were obtained from the Belgian InterMutualist Agency with the explicit agreement that these are not to be shared beyond the project collaborators.

The metadata, scripts and codes will be made available after the end of the project.

Where/how will the data be made available for reuse?

- Other (specify):

The datasets can only be made available for reuse by the relevant data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

The metadata, scripts and codes will be made available for reuse upon request by e-mail.

When will the data be made available?

- Upon publication of the research results

This only applies to the metadata, scripts and codes for the project.

The datasets can only be made available for reuse by the relevant data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3).

Who will be able to access the data and under what conditions?

The datasets can only be made available for reuse by the relevant data-providers (the German Federal Employment Agency for WP1 & 2, the Belgian InterMutualist Agency for WP3). Access conditions will have to be negotiated with the data-providers.

The metadata, scripts and codes will be available upon request by e-mail and will be available to eanyone for any purpose, provided that they give appropriate credit to the creators.

What are the expected costs for data sharing? How will the costs be covered?

There are no expected costs for data sharing.

8. Responsibilities
Who will be responsible for data documentation & metadata?

The researcher (Marjolein Van Damme)

Who will be responsible for data storage & back up during the project?

The researcher (Marjolein Van Damme)

Who will be responsible for ensuring data preservation and reuse ?

The researcher (Marjolein Van Damme)

Who bears the end responsibility for updating & implementing this DMP?

The co-promotor (prof. dr. Jo Van Biesebroeck)