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Brian M. Shepard
Executive Director & CEO

TO: UNOS STAR File Requestor
FROM: UNOS Research Department
RE: OPTN Data Collection Forms
Date: September 2014

The most current OPTN data collection forms are provided online at www.unos.org. These forms can change with the addition and/or removal of fields, lookup values, and labels.

For details about OPTN data collection, please use the following links:

http://www.unos.org/donation/index.php?topic=data_collection
http://www.unos.org/donation/index.php?topic=history_of_database

Most answers about the OPTN data collection fields can be found by reading the [README LETTER.pdf](#) and the [STAR File Documentation.xls](#) provided. Both documents are located within the **IMPORTANT DOCUMENTATION** folder.

Some OPTN data collection fields will not be provided due to the data release policies. If a field is not found with the STAR File Documentation, it may not be available publicly.

If you have any questions, please email STARFile@unos.org or call 804-782-2970 and leave a message. (Email is preferred method of contact as the mailbox is monitored daily by Research staff.)

Special Considerations When Using OPTN Data in a Manuscript (including Abstracts) or Presentation

1. **Citing Data Obtained Through the Data Request System.** Please cite in the text or graphic presentation, the date and source of the data. This information can be found on the cover of DVD, and on the DVD label itself. For example, "Based on OPTN data as of October 12, 2012." Additionally, please add the following statement as an acknowledgment: "This work was supported in part by Health Resources and Services Administration contract 234-2005-370011C. The content is the responsibility of the authors alone and does not necessarily reflect the views or policies of the Department of Health and Human Services, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government."
2. **IRB Approval.** If these data are to be used as part of a presentation or manuscript (including abstracts), you must check with your institution to see whether IRB approval (expedited or otherwise) is required.

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