

NOVEMBER 1, 2017



UNIVERSITY *of* MARYLAND

Centre for Clinical Care and Research Nigeria

DATA MANAGEMENT PLAN

SI LEAD

[Company Name]

[Company Address]

DATA MANAGEMENT PLAN

<i>Initial date of DMP completion</i>		
<i>Version</i>		
<i>Approval</i>	<i>Director SI</i>	
	<i>PI /CoP</i>	

DATA MANAGEMENT PLAN

PROJECT PROFILE

<i>Programme title</i>	Just created
<i>Name of Implementing Partner</i>	Centre for Clinical Care and Research Nigeria
<i>Abbreviation of Implementing Partner</i>	CCCRN
<i>Mission Partner</i>	MGIC
<i>Lead Activity Manager</i>	
<i>Address Of Organization</i>	Jahi District
<i>Phone Number</i>	0800000000000000
<i>Project start date</i>	
<i>Project end date</i>	
<i>Grant reference number</i>	
<i>Ethics Approval</i>	

DATA MANAGEMENT PLAN

PLANNING

<i>Project Objectives</i>	
<i>Project objectives</i>	

DATA COLLECTION PROCESS

<i>Data Collection Processes</i>	
<i>Data collection processess</i>	

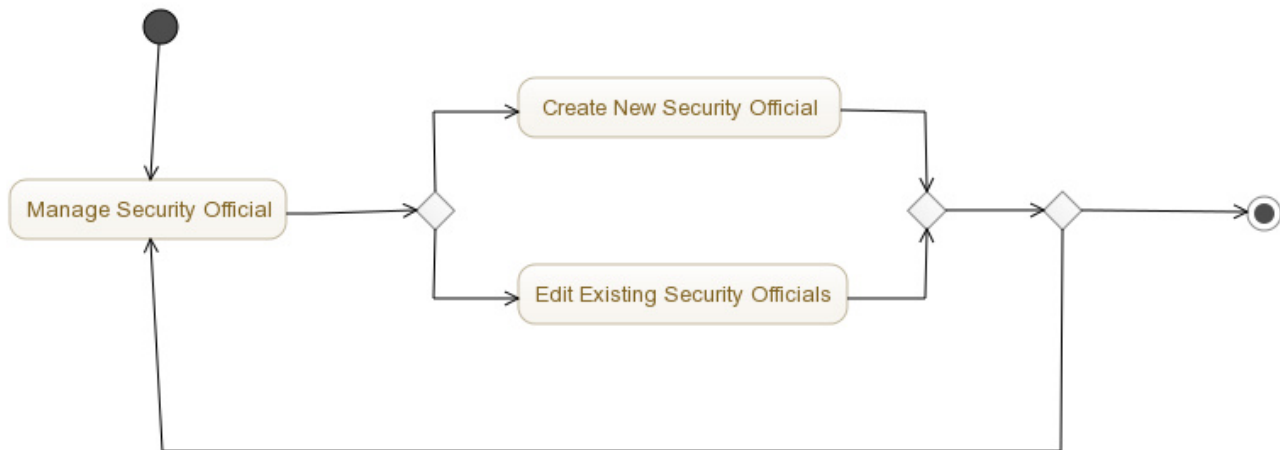
DATA MANAGEMENT PLAN

DATA COLLECTION

<i>Data Collection</i>	
<i>Frequency of data collection</i>	
<i>Data type</i>	
<i>Data collection and reporting tools</i>	
<i>Data sources</i>	
<i>Data collection timelines</i>	
<i>Duration of data collection</i>	

MONITORING AND EVALUATION SYSTEMS

Data Flow Chart



Role and responsibilities

Health facility level

Aggregation level

Central national level

Trainings

Data handling and entry

Timelines for trainings

Frequency of trainings

Duration of trainings

Quality Assurance

Data Verification	
Data verification approach	
Types of data verification	
Forms of data verification	
Timelines for data verification	
Frequency of data verification	
Duration of data verificaion	

DATA MANAGEMENT PLAN

REPORTS

<i>Data Report</i>	
<i>Name of report</i>	
<i>Thematic area</i>	
<i>Timelines for reporting</i>	
<i>Frequency of reporting</i>	
<i>Duration of reporting</i>	

DATA MANAGEMENT PLAN

Data Storage

<i>Data Storage - Digital Data</i>	
<i>Volume of digital data</i>	
<i>Storage type</i>	
<i>Storage location</i>	
<i>Backup</i>	
<i>Data security</i>	
<i>Patient confidentiality policies</i>	
<i>Storage of pre existing data</i>	

<i>Data Storage - Non Digital Data</i>	
<i>Volume of digital data</i>	
<i>Storage type</i>	
<i>Storage location</i>	
<i>Backup</i>	
<i>Data security</i>	
<i>Patient confidentiality policies</i>	
<i>Storage of pre existing data</i>	

Intellectual Property, Copyright and Ownership

<i>Intellectual Property, Copyright and Ownership</i>	
<i>Contracts and agreements</i>	
<i>Ownership</i>	
<i>Use of third party data sources</i>	

DATA MANAGEMENT PLAN

Data Access and Sharing

<i>Data Access and Sharing</i>	
<i>Data access</i>	
<i>Data sharing policies</i>	
<i>Data transmission policies</i>	
<i>Sharing plat forms</i>	

DATA MANAGEMENT PLAN

Data Documentation Management and Entry

<i>Data Documentation Management and Entry</i>	
<i>Stored documentation and data descriptors</i>	
<i>Naming structure and filing structures</i>	This updated ?

DATA MANAGEMENT PLAN

Post Project Data Retention Sharing and Destruction

Post Project Data Retention Sharing and Destruction	
Data to retain	
Pre existing data	
Duration	
Licensing	

Digital Data Retention	
Data retention	

Non Digital Data Rentention	
Data rention	Yes it did