Appendix 4: ESCAPE-NET Data Request Form

This form is intended for specification of the data required in connection with the **publication proposal** or **research proposal**.

Manuscript #	Date of submission	Date of approval
1. Applicant	*Name* *University / Hospital / Faculty / Department / Research institute* *Type of appointment (position)* *Street address* *Postcode and city* *Phone* *E-mail*	
2. Title / subject of the publication		
3. Data Requested	*Please indicate which data from the ESCAPE-NET Joint Database you are requesting. Include focus, region/country and variables/parameters.*	
4. Use of data	*Describe the research for which you are requesting Data ("the Research"). Please reference any previously published or abstracted information concerning this Research.*	
4.1. Background		
4.2. Research question		
4.3. Period of implementation	*When will the data analysis start?* *When will the manuscript be written?* *When is the manuscript likely to be completed*	
4.4. Analysis plan	*Describe on a step-by-step basis the statistical analyses to be performed (type of regression, tests, etc.) in order to answer the research question (using what dependent and independent variables, what confounders, etc.). What tables will be produced? (Please provide unpopulated tables if possible.)*	
4.5. Previous Publications	*When will the data analysis start?* *When will the manuscript be written?* *When is the manuscript likely to be completed?*	
5. Data quality control (To be filled out by Consortium Data Manager)	*Is the data as provided or the analysis plan as described considered to be of a sufficient quality to approve? If not, what would be recommendations for improvement from the Data Quality Controller to the applicant?*	