



Murdoch Children's Research Institute (MCRI)

Data Access Application Form

Instructions for Data Requesters

1. Data Requesters are strongly encouraged to discuss their application with the Sponsor-Investigator/Project Lead at the outset and prior to completion of this application form, so that the suitability and availability of the required data and modes of collaboration are fully understood.
2. Data Requesters must complete and submit this application form to the MCRI Sponsorship Committee, as well as the Sponsor-Investigator/Project Lead, for consideration at their monthly meeting. Please note the following:
 - All parts of the form should be completed according to the specific instructions provided for each field.
 - Relevant supporting information, including a 1-page CV for the lead applicant detailing grants awarded within last 5 years and 5 key relevant publications, should be submitted along with the form.
 - Forms will not be accepted with required fields left blank. Incomplete forms will be returned to the applicant for completion.
 - The MCRI Sponsorship Committee, as well as the Sponsor-Investigator/Project Lead, will review and process access requests in order of receipt and respond with an approved or not approved decision, or a request for further information, if the objectives and/or analyses are not clearly understood.
 - If approval is given, MCRI's Data Transfer Agreement (DTA) must be executed on behalf of the Data Requester's institute or organisation before the requested data is transferred.

Completed Application forms should be emailed to the Sponsor-Investigator/Project Lead and the MCRI Sponsorship Committee at: MCTC@mcri.edu.au

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Data Access Application Form

APPLICANT DETAILS

Date of Application:	
Name of Applicant:	
Applicant Affiliation:	
Address:	
Phone Number:	
Email Address:	
Name of Project/Study from which you are requesting Data from:	
Have you previously discussed this data request with the CPI/Project Lead of the study?	

PROJECT SUMMARY

Applicant Project/Study Title:	
Motivation for Data Request:	<input type="checkbox"/> Validation of key analysis
	<input type="checkbox"/> Re-analysis with alternative methods
	<input type="checkbox"/> Meta-analysis or combination with other study data
	<input type="checkbox"/> Basic science
	<input type="checkbox"/> Methodology
	<input type="checkbox"/> Other, specify:

<p>Background:</p> <p><i>Provide a brief description of the background and a summary of any relevant data that supports the proposed study. Evidence of validated methods for analysis should be provided.</i></p> <p><i>[Max: 250 words]</i></p>	
<p>Defined Objectives / Purpose of the Data Request:</p> <p><i>Please state your objectives and provide a description of the proposed use of the data requested.</i></p> <p><i>[Max: 250 words]</i></p>	
<p>Hypothesis</p> <p><i>State your specific hypothesis</i></p> <p><i>[Max: 250 words]</i></p>	
<p>Justification of Scientific Merit:</p> <p><i>Provide rationale for conducting the study and explain how the study will contribute to the proposed field of research.</i></p> <p><i>[Max: 250 words]</i></p>	

DATA REQUEST	
<p>What Data Elements are Required? Is data from all participants required or only from a subset?</p> <p><i>Provide a broad description of variables or provide an attachment with a detailed description of the data sets and/or other information requested.</i></p>	
<p>What version of the data is required?</p> <p>Does your request relate to a specific dataset used for a particular analysis or publication?</p>	
<p>Preferred Data Format:</p>	<ul style="list-style-type: none"> <input type="checkbox"/> CSV files with raw data <input type="checkbox"/> CSV files with labelled data <input type="checkbox"/> Files for SAS <input type="checkbox"/> Files for Stata <input type="checkbox"/> Files for SPSS <input type="checkbox"/> Files for R <input type="checkbox"/> CDISC ODM XML <input type="checkbox"/> Other format; specify:
ETHICAL REVIEW	
<p>Has the Project/Study been submitted for ethical review and obtained approval/favourable opinion? <i>(Tick which applies)</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> Submitted, Pending Approval <input type="checkbox"/> Not yet submitted for ethical review
<p>If Yes or submitted, provide the name of the Ethics Committee/Review Board that reviewed the application:</p>	
<p>Provide the Ethics/Ethical Review Board number assigned to the study (if applicable):</p>	

FUNDING	
Do you have funding for this research project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please provide details of the grant/award/funding body to support your proposed work:	
If No, specify how the work will be resourced, including whether submission of a grant is anticipated:	

FOR COMPLETION BY THE LEAD APPLICANT					
I confirm that I have completed all sections of the application form, read, and understood the Standard Conditions outlined above and that all required supporting documents have been provided.					
Are the following supporting documents attached to this Application?	Evidence of Ethical Review and approval/favourable opinion	<input type="checkbox"/> Yes <input type="checkbox"/> NA			
	1-Page CV for the Lead Applicant	<input type="checkbox"/> Yes			
	Statistical Analysis Plan (SAP)	<input type="checkbox"/> Yes			
Name:		Signature:		Date:	