Appendix W

Data Sharing Agreement with RTI

A prototype agreement approved by the RTI IRB is included below. You may use this agreement, modify it, or create your own agreement. Any changes to the prototype must be reviewed by RTI prior to approval. In the event of a change in contractor, this appendix will be updated to reflect the data sharing agreement with the new contractor.

Protocol Development Task

Place your state data sharing agreement with RTI here.

Data Sharing Agreement

Information obtained during research is confidential and is collected with the intent that it be used only for research purposes. This agreement to share research data is between the _____ ("State PRAMS Department"), who collected the data, and RTI International ("RTI"), who is receiving the data. Before research data is shared, _____ and RTI agree to the following terms and conditions:

Terms:

1. This agreement covers only data from the Pregnancy Risk Assessment and Monitoring System (PRAMS) that is administered by the State PRAMS Department.

2. RTI is a subcontractor for the Centers for Disease Control and Prevention (CDC) for PRAMS.

3. RTI developed and houses the PRAMS Web CATI system.

4. The State PRAMS Department staff will perform the following using the PRAMS Web CATI system developed by RTI:
    a. Upload the necessary data which might include identifying information for conducting Computer Assisted Telephone Interviews (CATI).
    b. Collect the PRAMS CATI data.
    c. Download interview data as well as case management data from the system.
    d. Delete interview and case management data as desired.

5. RTI will perform the following:
    a. Support PRAMS CATI data collection which might require access to the identifying data to resolve issues with the system, if any.

b. Perform data management activities and compile data.

Conditions:

1. RTI will use the data only to perform data management, compilations of data, and support data collection activities, if needed.

2. RTI will not use or permit others to use these data for purposes other than described in Number 1.

3. RTI will not permit others to use the data without written approval of the State PRAMS Department.

4. RTI will establish and maintain appropriate procedures to protect the confidentiality of the data.

5. RTI will not attempt to link the data with individually identifiable records in any other database.

6. RTI will not attempt to learn the identity of any of the study respondents nor attempt to contact any of the respondents.

7. RTI staff with access to the PRAMS data will sign Confidentiality Agreements

8. RTI will report to the State PRAMS Department immediately any unauthorized use or disclosure of data.

9. RTI will destroy all copies of the data or return all copies to the State PRAMS Department after the study has ended and the analyses are complete.

IN WITNESS WHEREOF, the parties have executed this Agreement:

_____ Date_____
Signature of State PRAMS Department Representative

_____
Title of State PRAMS Department Representative

_____ Date_____ RTI Project Number: _____
Signature of RTI Coordinator for PRAMS

_____ Date_____
Dr. Wendy Visscher
Director, Office of Research Protection, RTI