



## Statement Governing the Analysis, Use and Publication of Data

*between*

[ALSWH liaison person]  
**[University affiliation]**

*and*

[Collaborator]  
*of*  
**[University affiliation]**

*Stating terms and conditions for collaboration on the  
Australian Longitudinal Study on Women's Health (ALSWH)*

1. The research covered by this statement includes research into:

*[Project Title]* as detailed in Proposal ID *[ID code]*.

*[Collaborator's name]* will be accorded Collaborator status on the Australian Longitudinal Study on Women's Health (ALSWH) project, limited to the research described in Clause 1, in this instance.

2. In this instance, *[ALSWH liaison person]* will liaise regularly on behalf of the ALSWH researchers.
3. All Collaborators will abide by the "Policy and Procedures for Data Access, Analysis and Publication" (Document B), "Policy and Procedures for Substudies" (Document C) and 'Privacy Protocol' (Document E), that govern all ALSWH projects.
4. The results of the research specified in clause 1 will not be used to seek funding for any further research using ALSWH without a new proposal to the Data Access Committee.
5. All quantitative and qualitative data collected as part of a substudy will be provided to ALSWH for secure electronic archiving. These data may be used in future projects, and the project leader who collected the data will always be invited to participate in these future analyses. Hard copies of data will be the responsibility of the project leader and must be stored and disposed of in accordance with HREC and NHMRC guidelines  
<http://www.nhmrc.gov.au/publications/synopses/r39syn.htm>

6. Access to data from the following listed external datasets [*Insert relevant Dataset*] will be restricted to [*Collaborator's name*]. No other collaborator named on this EOI will have access to these data.

Analyses on external linked datasets may only be conducted at the University of Queensland, the University of Newcastle or through the SURE facility at the Sax Institute <https://www.saxinstitute.org.au/our-work/sure>

It is a condition of use that linked data are not transferred via the internet, email or copied to a USB memory stick, laptop or to other removable media.

7. Access to both ALSWH data and data from any external datasets (such as MBS, PBS, Perinatal, Cancer Registry and Admitted Patients Data Collections) will be available for two years from the date of data release. After this time, researchers must follow the guidelines set out in "Policy and Procedures for Data Access, Analysis and Publication" (Document B), section II.5.

I have read the above terms and conditions and I agree to them.

.....

[*ALSWH liaison person*]  
The University of [*Newcastle/Queensland*]

Date .....

.....

[*Project leader*]  
[*Project leader's institution*]

Date.....

.....

[*Collaborator*]  
The University of [*Newcastle/Queensland*]

Date .....

.....

[*Collaborator*]  
[*Collaborator's institution*]

Date.....

As project leader I accept the following responsibilities:

- Completion of six monthly progress reports as requested; AND
- That if I do not provide progress reports when requested that the permission to conduct the project may be withdrawn; AND
- Ensuring the investigators/collaborators or students involved have adequate facilities and resources to enable the project to progress in a reasonable manner to its conclusion; AND
- Ensuring that only the researchers who are named as having access to the linked data use these data (Please note that if researchers who do not have permission to use linked data are found to be using such data, approval of the EOI will immediately be withdrawn; OR
- That in the event of unforeseen circumstances that if a project cannot proceed that the Data Access Committee is notified so that the project can be terminated.

**Document D**  
May 2018

.....

[Project leader Primary investigator/lead person listed on EO]  
[Institution]

Date.....