

## Data sharing minimum requirements

### Minimum requirements: Data sharing policy

The Sponsor-Investigator is responsible for following their institution's data sharing policy that should include (at a minimum):

- > De-identify individual participant data in the shared dataset(s) by removing or recoding identifiers
- > Liaise with their institution's legal team to generate a data transfer agreement between their institution and the collaborator
- > Transfer dataset(s) via a secure data transfer site or by encrypted email once all approvals are in place

### Minimum requirements: Data transfer agreements

The responsibilities of the collaborator will be outlined in a data transfer agreement and include (at a minimum):

- > Obtain ethics approval for the reuse of individual participant data (IPD) supplied by the original research team
- > Provide copy of ethics approval documentation for the reuse of data to the Sponsor-Investigator
- > Store the dataset securely
- > Restrict access to the dataset to authorised members of the project
- > Refrain from attempts to re-identify individual participants
- > Use the dataset as per the agreed purpose