

VETSA

Data Use Agreement

I understand that when research participants in the Vietnam Era Twin Study of Aging (VETSA) consented to be in the study, they agreed to reveal information about themselves and others under the condition that this information would remain confidential.

Even though the data being released do not contain direct identifiers, there is still some risk of breach of confidentiality. By signing this form, I understand that I am obligated to do my best to ensure that the data I receive is maintained in a secure manner and in conformance with the VETSA and VET Registry (signed separately) Data Security Policies as well as with the guidelines of my institution's IRB.

Please read, sign, date, and return the form.

- I will use these datasets solely for research, statistical or teaching purposes and not for investigation of specific research subjects.
- I understand that disclosure of confidential information violates promises of confidentiality.
- I will comply with rules and regulations imposed by my institution and its institutional review board in requesting these data.
- I will not disclose these data beyond the uses agreed on with the VETSA PIs and understand that redistribution of the data is prohibited.
- Any user collaborating with me will complete required human subjects protections certifications.
- I have not been a research participant in this study, and I have no known relationship or knowledge of any study participants (except perhaps as a study staff member).
- I will make no use of the identity of any research subject discovered inadvertently and will inform the VETSA PIs of any such discovery. If, by chance, someone asks me to disclose individual or confidential data I will refer the person to Drs. Kremen or Lyons for assistance.
- I will not copy any portion of a data file except, if necessary, for temporary backup or storage during data analysis. These temporary copies of data files will be deleted and purged as often as practical.
- I will use appropriate safeguards to prevent unauthorized use or disclosure of data. Particular care will be given for portable storage devices that are easily lost or stolen (e.g., memory sticks, laptop computers, CDs).
- If I publish articles, abstracts or give presentations with the VETSA data, I will cite VETSA in the authorship list and as the source of data and funding sources and give appropriate acknowledgements for the sources of the data. (See addendum for required authorship and acknowledgments.)

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- I understand that, on an annual basis, I will provide the VETSA PIs an update on progress toward agreed on analyses/papers. In cases of overlapping projects of which the VETSA team is aware, other investigators wishing to examine the same data will be told that another researcher is already addressing that question. Because the data are public, they still have the right to continue with their proposed project.
- I understand that new or additional manuscripts or major divergences from the original proposal will be discussed with and approved by the VETSA PIs.
- I agree that prior to submission, I will send an abstract/description to the VETSA team of each paper that will be submitted for publication. This is for tracking purposes, not critical review of the paper.
- I understand that failure to abide by these guidelines will result in revocation of my privileges to use VETSA data.
- I will destroy any received data within a timeframe agreed upon by VETSA study PI(s). Specify: _____

Note: VETSA is an active study with a large number of variables. Data analyses for this project will be ongoing for years. Although all variables were double entered and checked, they should still undergo standard data checking (e.g. for outliers, missing data etc). Skipped variables can only be identified through examination of the questionnaires. I understand that processed data I receive might be preliminary and results could change as new methods of analysis are available. I will familiarize myself with the data so that I am aware of their limitations prior to using them for scientific purposes. I will note the version (date) of the data I receive so I am able to check periodically for updated versions.

Name (print): _____

Email: _____

Signed: _____

Date: _____

Status of IRB approval: _____

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Addendum:

Authorship: After the last author, add the following: for the Vietnam Era Twin Study of Aging (e.g., Smith, A., Jones, B., and Johnson, C., for the Vietnam Era Twin Study of Aging).

Funding: Add the following to authors' sources of funding: VETSA is supported by National Institute of Health grants NIA R01 AG018384 (PI: Lyons), R01 AG018386 (PI: Kremen), R01 AG022381 (PI: Kremen), and R01 AG022982 (PI: Kremen), and, in part, with resources of the VA San Diego Center of Excellence for Stress and Mental Health. (Wording may vary depending on journal style requirements).

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