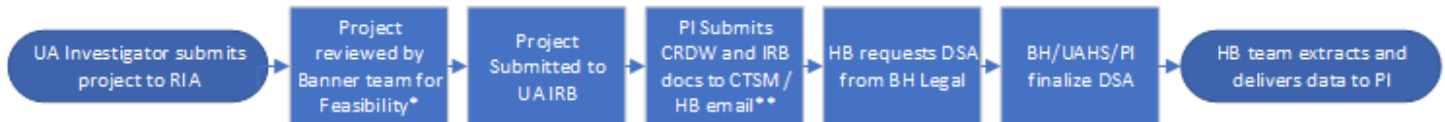


Clinical Research Data Warehouse (CRDW)

Request Process

To support the use of Banner Health clinical data for research purposes, a protocol entitled “Clinical Research Data Warehouse and Associated Honest Broker Processes” has been approved by the Banner IRB. The protocol details how Honest Broker staff, who are neutral intermediaries between the researcher and the EHR data, will process requests for data, assess the feasibility, and ultimately fulfill the data requests. Requests are initiated by using the Research Intake Application (RIA): <https://research.uahs.arizona.edu/clinical-trials/research-intake-form>.

PROCESS OVERVIEW



Abbreviations

CTSM: Clinical Trial Senior Manager
 HB: Honest Broker
 IRB: Institutional Review Board
 UAHS: University of Arizona Health Sciences
 DSA: Data Sharing Agreement

* Banner team is CTSM + HB

**email is:

BHHonestBrokerDataRequest@bannerhealth.com

Documents required:

CRDW Data Request Form
 UA IRB Approval letter
 F200/Application for Human Subjects Research

A well-formed and complete data request will help the process proceed in a timely fashion. The CRDW form provides guidance to capture the necessary elements for a complete request. If you have questions about the process or would like assistance on your data request, please contact: BHHonestBrokerDataRequest@bannerhealth.com.

IMPORTANT: UPON RECEIVING APPROVAL FROM THE IRB, PLEASE FORWARD THE IRB DOCUMENTS TO: BHHonestBrokerDataRequest@bannerhealth.com

Frequently Asked Questions (FAQ)

How long will a data request take? This is highly dependent on the scope of the request and the backlog of requests. The Honest Broker staff will provide an estimate as part of the feasibility review. Other steps in the process, such as contracting or IRB approval, can impact the overall timeline. It is important that requests be submitted as early as possible.

How can I determine the status of my request? For status updates, please send an email to BHHonestBrokerDataRequest@bannerhealth.com. Please include PI Name and Project Title for project reference.

What is involved in the contracting process? A Data Sharing Agreement (DSA) between Banner and UA will need to be in place. This is handled by the Banner and UAHS contract offices (UAHSContracts@email.arizona.edu)

What do I do when I receive IRB approval? Send an email to BHHonestBrokerDataRequest@bannerhealth.com, include a copy of the IRB approval document, the CRDW form and the F200 Application for Human Subjects Research

Prior to receiving data, who do I contact about properly securing the data? Properly securing the data is of the upmost importance. Please contact the University of Arizona (UA) HIPAA Privacy Program at PrivacyOffice@email.arizona.edu for assistance in coordinating with your departmental IT staff to ensure that the data is properly secured. Additional information is available at the HIPAA Privacy Program’s website: <https://rgw.arizona.edu/compliance/hipaa-privacy-program>.

Clinical Research Data Warehouse (CRDW)

Request Form

Please complete **all** sections below and provide specific details when specifying inclusion/exclusion criteria and data points. Please also specify the facilities from which you are requesting data as well as the care settings (inpatient/outpatient/ED/ICU etc.) and the timeframes for the data. ***Incomplete forms may cause a delay in the project approval.***

If diagnoses are used for inclusion/exclusion criteria, please specify the ICD codes; if lab tests are used, please specify the lab names and any ranges that may include/exclude; if medications are used, please specify the medications rather than a class such as “anti-coagulants” and include both generic and brand name.

Principal Investigator Name & Contact Information (Name, email and phone):

Project Title:

Inclusion Criteria:

Exclusion Criteria:

Data Points Requested (Be specific and include ICD/CPT codes):

Start and End Dates for requested data:

Facilities & Care Settings Utilized for Data Collection (e.g. BUMCT, South, BUMCP, inpatient/outpatient/ED/ICU, etc.):

Intent of request/Funding:

- In support of a funded project
- In support of an application for funding
- Prep to research
- Intend to publish results
- Clinical Trial
- Other

Other Explanation: