

HCUP Data Re-use Request

Each application for and approval of HCUP data is project-specific. If the data will be used for a purpose other than that originally approved, or as concrete projects emerge from approved exploratory work, the data custodian must submit a "Re-use Request" to the HCUP Central Distributor for review and approval by AHRQ before work may begin on the new project.

AHRQ and the HCUP Central Distributor facilitate access to the State-level HCUP data (i.e., SID, SASD and SEDD), which are owned and regulated by the individual Data Organizations participating in HCUP. Under AHRQ's agreements with these Data Organizations, AHRQ reviews and approves all uses of the State-level data on their behalf.

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1. Complete section 1A or 1B below as applicable to indicate the nature of your re-use request.

A. Original data purchaser using the data for a new research project

I, _____, am the original purchaser of the HCUP databases listed below. My intended use of the HCUP data has expanded beyond what was previously approved by AHRQ. I understand that I may not begin work on this new project until I have received approval from AHRQ indicating that this expanded use is consistent with the HCUP Data Use Agreement (DUA).

As indicated by the DUA, I have required that any collaborators who will have access to the data for this project have read and signed the DUA and completed the online Data Use Agreement Training Course at <https://www.hcup-us.ahrq.gov/>. (Please attach the signed DUA(s) and training completion certificate(s) to this request.)

Signature: _____ Date: _____

B. Data custodian not involved in the proposed research project

I, _____, authorize _____ to use the HCUP databases listed below. As the data custodian, I understand that I am still held accountable for the proper use of HCUP data, even by individuals to whom I have given access. Hence, I understand that I am also responsible for any possible misuse of the data (unintended or otherwise) along with the data user(s). Further, I understand that work may not begin on this new project until I have received approval from AHRQ indicating that this expanded use is consistent with the HCUP Data Use Agreement (DUA).

As indicated by the DUA, I have required that the new user(s) named above and with whom I intend to share this data have read and signed the DUA and completed the online Data Use Agreement Training Course at <https://www.hcup-us.ahrq.gov/>. (Please attach the signed DUA(s) and training completion certificate(s) to this request.)

Signature: _____ Date: _____

2. **HCUP databases to be used. Please indicate year, State, and database (i.e., SID, SASD, or SEDD).**

3. **Statement of Intended Use.**

The Statement of Intended Use is reviewed by AHRQ on behalf of the HCUP Partners. It should include enough information for reviewers to understand how the HCUP data will be used and reported, including compliance with the HCUP Data Use Agreement (DUA) for State Databases.

The DUA provides complete descriptions of the acceptable uses of the HCUP SID, SASD, and SEDD. In general, files from these databases are available for the purposes of research and aggregate statistical reporting. Attempts to identify individuals are strictly prohibited. Information that could identify hospitals directly or by inference may not be released in disseminated or shared materials.

NOTE: The AHRQ reviewers will put your application on hold and request additional clarification if you do not provide all of the information requested.

An additional page may be added if necessary; however, please be sure to number your responses.

- 1) **Project title or summary of research topic**

- 2) **Project description**, including the goals and objectives, specific research questions, level of analysis (e.g., patient, hospital, county, state), and how your final product will adhere to the restrictions of the HCUP Data Use Agreement.

- 3) **Expected end-products** (e.g., peer-reviewed manuscripts, reports, tables) based on this use of the requested HCUP databases **and the intended audiences** of these products