

Responsibilities of the Data Purchaser

All users of HCUP data must agree to the terms of the HCUP Data Use Agreement (DUA). Being the data purchaser carries additional responsibilities to which you must agree.

In order to facilitate your data request, please confirm your understanding of the following:

1. Data Custodian: Unless otherwise designated and agreed upon by AHRQ, the data purchaser is considered the “data custodian” of HCUP data. The data custodian is responsible for ensuring that the HCUP data are kept secured, that only authorized users have access to the data, and that HCUP data are used in a way that is consistent with the DUA.

2. Data Access by Others: The data custodian is responsible for verifying proof of DUA training and signed HCUP DUAs from anyone who has access to the data or output that contains small cell sizes, individual records, or identifies hospitals. Training completion certificates and DUAs must be submitted to the HCUP Central Distributor before access is granted to these individuals.

The data custodian is held accountable for the proper use of the HCUP data that they have purchased, even by other individuals to whom they have given access. As a result, the data custodian is also responsible for any possible misuse of the data (unintended or otherwise) along with the data user.

3. Student Priced Data: HCUP data purchased at student pricing may only be used for projects led by the student purchaser. To be eligible for student pricing, the purchaser must provide proof of current enrollment in a degree-seeking program at an institution of higher learning. Student priced data may not be used by or transferred to another individual for any other projects. Student priced data may be retained by the student purchaser for personal use upon leaving their current institution, but may not be left with any entity or institution.

4. Statement of Intended Use for State Databases: A “Statement of Intended Use” is required for all requests for State Databases (i.e., SID, SASD, SEDD). The “Statement of Intended Use” submitted with your order must include enough information for AHRQ to understand the subject area of interest, how the data will be used, intended audiences, and anticipated end-products (e.g., tables and charts, internal reports, peer-review journal articles). Exploratory use is permissible, but this should be made clear in the “Statement of Intended Use.”

5. New Projects: Each application and approval for State-level data is project-specific. If the data (i.e., SID, SASD, SEDD) 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 “Data Re-Use Request” to the HCUP Central Distributor for review and approval by AHRQ before work may begin on the new project.

Student priced State-level data may be used by the student purchaser for other projects as long as the standard re-use request process is followed. The student purchaser must be the lead on any data re-use project requested. Nationwide databases do not require a data re-use request but are still restricted to use by the student purchaser for his or her own projects.

Signed: _____ Date: _____

By signing this document, I acknowledge I have read, understand, and will comply with the Responsibilities of the Data Purchaser.