
PRIOR DMP

A Data Management Plan created using DMPonline

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Template: UMC Utrecht DMP

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PRIOR DMP

1. General features of the project and data collection

DMP version	23
ABR number	
METC number	
DEC number	
Acronym study title	
Name Research Folder	
Name Division	
Name Department	
Partner Organization	
Start date study	
Planned end date study	
Check date by datamanager	

- Observational study

2. Data Collection

Study subjects	Data Source	Data Capture Tool	File Type	Volume (records, MB, GB, TB..)	Format
Human		OpenClinica version ...			

- No (please specify)

Type of data	Who has access
Personal data	Research team
Data from other centers	Research team

All data will be checked by a member of the research team and set to 'completed' in OpenClinica after this check has been performed. The hard copy source data will be stored in a folder and kept safe in a closet with a lock where only members of the research team have access to the folder.

There are no costs for managing and storing the data.

The data collection consists of quantitative data of exercise reports that have been collected among esophageal cancer patients following preoperative exercise therapy. All data will be stored on the hard disc drive of the Hogeschool Utrecht. The Hogeschool Utrecht will own the data.

3. Legislation/ Data Protection Impact Assessment

Yes

Question not answered.

- An authorized datamanager processes care data for reuse on behalf of his/her function and I will receive pseudonimized research data, so I will not ever see or process direct personal data myself

Question not answered.

Question not answered.

Question not answered.

4. Data Storage and Backup

<https://www.surfdrive.nl/> The data will be stored within the firewall of the UMC on the network drive in a folder protected by permission rights. The digital files will be stored in the Secured Research Folder.

Hard copy data will be stored in a folder and will be stored safely in a locked closet where only members of the PRIOR project have access to the folder.

The data will be backed up by the UMC Utrecht backup system. A backup will automatically be made twice a day by the DIT.

5. Metadata and Documentation

We do not use metadata standards yet. For the data stored in Open Clinica, a codebook of the research database will be prepared.

(Verifiëren met Elja)

New versions will be distinguished by indicating the version in the filename of the master copy by adding a code after each edit, for example Version 1.1, where the first number can be considered as the number for major versions and the last number for minor versions. The most recent copy will always be used as the source and after editing, this file will be saved with the new version code in the filename. The file with the highest code number is the most recent version.

6. Data Analysis

SPSS will be used for analysis. SPSS syntax will be saved on the secured UMC Utrecht Network drive. An overview of the datasets and analyses will be made to facilitate reproduction.

7. Data Preservation and Archiving

The datasets that have been used for the final analysis will be preserved, together with the researchers's logfile.

Closed archive will be stored at the UMCU (exacte link nog nader toevoegen na overleg Elja. Nu niet echt inzicht welke map dit is).
An open archive will be hosted by Dataverse.

I will be using a DOI-code and will update this plan as soon as I have the code.

8. Data Sharing Statement

The data can be used to investigate which exercise intensity leads to better postoperative outcome. The data may be used for a spin off project with a larger population.

Along with the publication, the codebook of the data and scripts of analysis will be available.

Our data will be shared with third parties after approval of the principle investigator and approval of the UMC Utrecht Data Access Committee. The criteria and time period will be determined on a case-by-case basis.

Deze even bespreken met Elja.