I need to request a dataset from a collaborator or 3rd party outside ASU

The data is required for program evaluation or operational improvements

Does the data provider require a Data Use Agreement (DUA) or Non-disclosure Agreement (NDA)?

What is the purpose of acquiring the dataset?

The data is required for a research project

Is the data human subjects related?

IRB review is required

YES

Obtain the DUA or NDA from the data provider

NO

Has the data provider provided a draft Data Use Agreement (DUA) or Non-disclosure Agreement (NDA)?

YES

Submit a DUA request to Contracts and Negotiations through the Enterprise Administration system

Contract review of draft Data Use Agreement terms and conditions

Technical review of draft Data Use Agreement technical requirements

Data Use Agreement terms and technical requirements are acceptable to ASU

YES

Data Use Agreement negotiations are completed pending final execution by both parties

NO

Program evaluation or operational improvement

Human subjects research

Submit the DUA and IRB request via the Enterprise Research Administration system

IRB approves DUA as part of IRB process

DUA is signed and executed

Completed DUA

Proceed with data request

NO

Data cannot be shared

Examples of human subjects data include:

- All human health data with links to the individual (PHI, HIPAA)
- Personal Identifying Information (PII)
- Student education records (FERPA)
- Financial data (credit/debt, etc.)
- Criminal records
- Clinical Research Initiatives (CRI)
- Other information protected by law, policy, or copyright

Please note: only authorized ASU personnel are permitted to enter into Data Use Agreements. A DUA cannot be signed by an individual researcher. After the DUA is executed, the signed DUA should be uploaded to the IRB submission. If the IRB submission is approved prior to DUA execution then the IRB protocol should be modified.