**Data Sharing Request Form (DSRF)**

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| **Data requester details:** |
| Name of the requester  |  |
| Job title  |  |
| Institution details |  |
| Contact details (e-mail, phone number) |  |
| **Data recipient details (if different from above):**  |
| Name of the institution/ data recipient  |  |
| Data recipient job title |  |
| **Study details:** |
| Study acronym/title |  |
| Chief Investigator |  |
| PCTU study identification number (if known) |  |
| **Data Request details:** |
| Date of the request |  |
| Purpose of data request |  |
| Brief details of the data required |  |
| Have you discussed this with any of the study investigator/PCTU staff? If so, please give name and contact details. |  |
| Where did you learn about the study?  |  |
| Date when data required.(Please allow at least 2 months for access to data, longer if you require data to be transferred to a different institution). |  |
| **Additional information:** |  |

|  |  |
| --- | --- |
| **Data requester****Signature:** |  |
| **Date:**  |  |

**PCTU Document control and approval for the Data Sharing Request Form template**

To be detached prior to completing the template or circulating to requestors. Document names and version number must remain in footer.

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| PCTU Template number: | **PCTU\_TEM\_IG\_03** | Version | **1.0** |
| Publication Date: | 22nd August 2017 |
|  |
| Author: | **Anitha Manivannan** |
| Reviewed by: |  **Sally Kerry** |
|  |
| Authorisation: |
| Name / Position | **Arouna Woukeu,** **Head of Information Systems and Data Management**  |
| Signature |  |
| Date |  |

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| **Version** | **Reason for Change** | **Author of change** | **Date**  |
| 0.1 | Initial draft  | Anitha Manivannan  | 11th May 2017 |
| 0.2 | Revised after discussions with DSC  | Anitha Manivannan  | 11th July 2017 |
| 0.3 | Clarification of working and addition of document number template sign off | Sally Kerry, Arouna Woukeu | 2nd August 2017 |
| 1.0 | Version 0.3 simplified and finalised. | Anitha Manivannan | 22nd August 2017 |