Plan Overview

A Data Management Plan created using DMPonline

Title: Long term cardiovascular risk prediction in the acute care setting

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Template: University of Manchester Generic Template

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Project abstract:

Cardiovascular risk prediction in the acute care setting has previously been focused upon short term outcomes, yet we collect data which could be used to inform long term outcomes. The efficient use of data and NHS-patient interactions will be key in preventative medicine strategies. Emergency medicine is in a strong position to deliver preventative medical strategies, capitalising upon its unique position. This includes: a large number of patient interactions nationally, comprehensive cardiovascular risk factors collected at triage, and contact with a portion of society that may not have regular contact with their GP. In this research project we intend to conduct mixed methods qualitative studies to examine the barriers and solutions to implementation in the emergency departments, via semi-structured interviews and focus groups.

ID: 29691

Last modified: 07-06-2021

Long term cardiovascular risk prediction in the acute care setting

Manchester Data Management Outline

1. Is this project already funded?

- Yes

2. If you will be applying for funding from multiple sources who else will you be applying to?

i) University of Manchester Research Impact Scholarship
ii) Royal College of Emergency Medicine

3. Is The University of Manchester the lead institution for this project?

- Yes

4. What data will you use in this project (please select all that apply)?

- Acquire new data

5. Where will the data be stored and backed-up during the project lifetime?

- University of Manchester Research Data Storage

Physical data will be held in the EMERGING Research office, at Manchester Royal Infirmary. This is a locked research office, and the physical forms will be kept within a locked filling cabinet.

6. If you will be using Research Data Storage, how much storage will you require?

- < 1 TB

7. Will any of the data associated with this project be sourced from, processed or stored outside of the institutions and groups stated on your data sharing agreement?

- Yes

The audio will be transcribed by a third party University of Manchester accredited transcription service.

8. How long do you intend to keep your data for after the end of your project (in years)?

- 5 - 10 years

The data set will be anonymised following completion of the study, this anonymised data set will be kept for five years.
Consent forms will be kept for five years.

Questions about personal information

Personal information is what we call personal data and relates to living individuals. Special category data is sensitive information such as medical records, ethnic background, and sexual orientation for example. If you are not using personal data then you can skip the rest of this section.

Please note that in line with GDPR and data protection regulations, personal information should only be stored in an identifiable form for as long as is necessary for the project. You must obtain the appropriate ethical approval in order to use identifiable personal data.

9. What type of person identifying information will you be processing?

- Audio and/or video recordings
- Personal information
- Pseudonymised personal data

10. Please provide details of how you plan to store, protect and ensure confidentiality of the participants' information as stated in the question above.

All data will be held securely and encrypted to University of Manchester SOP. The data and analysis of the qualatitive studies will be held on university of Manchester systems.

11. If you are storing personal information will you need to keep it beyond the end of the project?

- Yes – Other (explain below)

The consent forms will be retained in accordance with University of Manchester SOP.

12. Sharing personal information can present risks to participants' privacy, researchers and the institution. Will any personal information or sensitive data be shared with an individual or organisation outside of the University of Manchester?

- Yes - Third party service provider/supplier

The audio will be transcribed by a third party University of Manchester accredited transcription service.

13. If you will be sharing personal information outside of the University of Manchester will the individual or organisation you are sharing with be outside the EEA?

- No

14. Are you planning to use the personal information for future purposes such as research?

- No

15. Who will act as the data custodian or information asset owner for this study?

Professor Richard Body

16. Please provide the date on which this plan was last reviewed (dd/mm/yyyy).

14/03/2019

Project details

What is the purpose of your research project?

Cardiovascular risk prediction in the acute care setting has previously been focused upon short term outcomes, yet we collect data which could be used to inform long term outcomes. The efficient use of data and NHS-patient interactions will be key in preventative medicine strategies. Emergency medicine is in a strong position to deliver preventative medical strategies, capitalising upon its unique position. This includes: a large number of patient interactions nationally, comprehensive cardiovascular risk factors collected at triage, and contact with a portion of society that may not have regular contact with their GP.
In this research project we intend to conduct mixed methods qualitative studies to examine the barriers and solutions to implementation in the emergency departments, via semi-structured interviews and focus groups.

What policies and guidelines on data management, data sharing, and data security are relevant to your research project?

We will follow the The University of Manchester Research Data Management Policy and the research data management policy of Manchester University NHS Foundation trust

Responsibilities and Resources

Who will be responsible for data management?

Professor Richard Body and Dr Charles Reynard

What resources will you require to deliver your plan?

-

Data Collection

What data will you collect or create?

Qualitative data from focus groups and medical patient data for the feasibility study, in the form of audio data and consent forms.

How will the data be collected or created?

An encrypted university approved audio recording device will be used to record the focus groups and semi-structured interviews.

Documentation and Metadata

What documentation and metadata will accompany the data?

We will include a data dictionary for use within the research group

Ethics and Legal Compliance

How will you manage any ethical issues?

The researchers will apply to the NHS REC for ethical approval

How will you manage copyright and Intellectual Property Rights (IPR) issues?

nil

Storage and backup

How will the data be stored and backed up?

Securely on University of Manchester servers

How will you manage access and security?

Only named researchers will access the data

Selection and Preservation

Which data should be retained, shared, and/or preserved?

The anomynised study data and consent forms will be retained for 5 years in line with the University of Manchester SOP

What is the long-term preservation plan for the dataset?

The anomynised data will be held on secure University of Manchester servers for the duration of the 5 years.

Data Sharing

How will you share the data?

The anomynised data set will be shared with the research group

Are any restrictions on data sharing required?

Within the research group.