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Memorandum

April 24, 2012

To: HCHS/SOL Steering Committee Members
From: HCHS/SOL Coordinating Center
Re: Distribution of Investigator Use Data

In light of the recent distribution of the full HCHS baseline database, we would like to propose a minor modification to dissemination of Investigator Use data files which is highlighted below. Previously, we distributed baseline data for the Wave 1 sample of approximately 7,000 participants and Wave 1+2 sample of 11,000 to the Project Office, all Field Center Principal Investigators (PIs), Reading Center PIs, and additional HCHS/SOL investigators at institutions for which a Data Use Agreement was in place. In March we have distributed data for the full cohort of 16,414 participants to the Project Office, Field Center and Reading Center PIs, but not to other investigators or institutions. Following is our proposal for future data dissemination:

- Full Database: Investigator Use datasets corresponding to the full baseline database will be released to the Project Office, Field Center PIs or their Co-PIs in different institutions with prior approval by the respective Field Center PI, and Reading Center PIs only.
- Analysis Files: Analysis files specific to an approved manuscript proposal will be released to other HCHS/SOL investigators, including Reading Center co-investigators and Field Center co-investigators, once the proposal has been approved by the Publications Committee. The Publications Committee and/or Steering Committee will set priorities for release of the manuscript-specific analysis files.
- DUA: A fully executed Data Use Agreement must be in place at the investigator's institution prior to distribution for either the full baseline database or manuscript specific analysis files. The guidelines for data access at an investigator's institution provided with the DUA should be followed.
- Options for Conduct of Analysis: The Coordinating Center will carry out all statistical analyses required for the study's primary manuscripts, as decided earlier by the Steering Committee. Analyses required for non-primary manuscripts may be carried out by Coordinating Center statisticians or by statisticians residing at an investigator's institution.
 - o For analyses conducted locally at one of the Field Centers or Reading Centers, either a manuscript-specific analysis file may be requested from the Coordinating Center (as described above), or statisticians at the Field Center or Reading Center can prepare analysis files for an approved manuscript using the distributed baseline database at that institution.
 - o For analyses conducted locally by HCHS/SOL investigators at another institution (other than a Field Center or Reading Center), analysis files should be requested from the Coordinating Center, since the full baseline database will not reside at that institution.