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| --- | --- |
| **For CMS Use Only** | |
| **Amendment Approval Date:** | **CMS Approver Signature:** |
| **Notes:** | |

## GENERAL INSTRUCTIONS

* At the onset of your request, please only provide an **unsigned**, **draft** document in **Word** format
* Additional supporting documents may be needed for amendments, please visit ResDAC’s website for information on required documentation at the following link: <https://www.resdac.org/managing-your-project-after-obtaining-data>

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| **Requester** |  |
| *Must match the individual specified in the RIF DUA.* | |
| **Requesting Organization** |  |
| *Must match the organization specified in the RIF DUA.* | |
| **Study Title** |  |
| *Must match the study title specified in section 3 of the RIF DUA* | |
| **DUA #** |  |
|  | |

## REQUESTED ACTION(S) TO AMEND THIS DUA (CHECK ALL THAT APPLY):

I am requesting the same data files with the same cohort for the same project, but data for the most recent quarters/years, specifically the following:

*Add rows to the table as needed by clicking on the ‘+’ in the lower right of the table.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Data File Name** | **Years/Quarters Requested[[1]](#footnote-1)** | **Cohort** | **DUA #**  **(reuse only)** | **Dissemination** |
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I am requesting data files that have **not** been previously covered under this DUA, specifically the following:

*Add rows to the table as needed by clicking on the ‘+’ in the lower right of the table.*

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| **Data File Name** | **Justification for how each data file will be used in the analysis** | **Years/Quarters Requested[[2]](#footnote-2)** | **Cohort** | **DUA #**  **(reuse only)** | **Dissemination** |
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I am requesting another type of modification (e.g. study objectives/aims, linkage of CMS data to non-CMS data, etc.) of the Attachment A - RIF Application.

I am requesting a change related to VRDC access:

Seat Extension: [Enter # of Seats & qtrs./1yr.]

Seat Addition: [Enter # of Seats]

Seat Transfer: Please transfer the seat currently held by to [Enter new seat holder].

☐ Project Fee Renewal

☐ VRDC Cloud Add-on

I am requesting to change the funding source for the DUA to the following:

Non-profit/Academic

For-profit

State Agency

Federal Agency/Federal Agency Grant – [Insert Federal Agency Name]

I am requesting to add a collaborating organization.

I am requesting to change the Requester on this DUA.

I am requesting a type of amendment not listed above.

*Please describe the requested amendment in the text box below.*

|  |
| --- |
|  |

The amendment(s) requested above modify the materials approved for the DUA # listed above and therefore are incorporated by reference into this DUA.

The undersigned individual hereby attests that he or she is authorized to amend the DUA# listed above on behalf of the Requesting Organization and agrees to all the terms specified in the DUA.

**Requester Signature Date**

**Requester Printed Name**

1. Please refer to the ResDAC website for information on data file availability. [↑](#footnote-ref-1)
2. Please refer to the ResDAC website for information on data file availability. [↑](#footnote-ref-2)