OD2A-LOCAL Data Management Plan Template

Form Approved OMB NO: 0920-1283 Exp. Date: XXX

Public reporting burden of this collection of information is estimated to average 40 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/Information Collection Review Office, 1600 Clifton Road, NE, MS D-74, Atlanta, GA 30333; Attn: PRA (0920-1283).

Project	Identifiers	and	Description	of Data
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Principal Investigator	
(Contact Information)	
Agency	
Last date DMP updated	

Data Source	Type of data	Description of the data	Standards for collected data	Data Sharing	Data Use Standards	Data Preservation
 Name of Dataset Related OD2A Strategies (list all that apply) 	Select all that apply: Surveillance Hospital Billing/Discharge Prescribing Clinical (e.g., medical records) Meeting notes Attendance logs Observation	What data are being collected (population represente d by dataset; do data include personal identifiable	Describe protocols followed for data collection and analysis (population from whom data will be collected;	Public Access level: (The degree to which this dataset could be made publicly available, regardless of whether it has been made publicly available) Select all that apply (please include justification if access level is not public): Public (Data set is or could be made publicly	 If the data are made public, describe procedure for omitting PII. Where and how will data be stored and how will access be protected? Provide a description of the validation of data quality 	Describe plans for archiving and long- term preservation of the data (where data will be kept, how long, contact info

	 Interview Focus Group Survey Law Enforcement or Public Safety Other Describe: 	information [PII])? • How are data being collected? • Status of collection • Data steward	timing and frequency of data collection).	available to all without restrictions). Restricted access (Data set is available under certain use restrictions). Summary (Machine readable summary tables available). Non-public (Data set is not available to members of the public).	procedures and any documentation (e.g., codebook, data dictionary). • Describe how released data will have appropriate documentation of methodology and limitations.	for data steward) OR explain why long-term preservation and access are not justified.
Dataset X						
Strategy 1 Dataset Y						
Strategy 2						
Dataset Z Strategy 3						
Strategy 5						