

Public Burden Statement: 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. The OMB control number for this project is 0930-NEW. Public reporting burden for this collection of information is estimated to average 40 minutes per respondent per year, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to SAMHSA Reports Clearance Officer, 5600 Fishers Lane, Room 15E57A, Rockville, Maryland, 20857.

The SAMHSA Research Data Center (RDC) Student Data User Acknowledgement

(Last updated: November 2022)

RDC services include:

- Reviewing your proposal for feasibility and disclosure risk
- Conducting a disclosure risk review of the output from your statistical analysis

RDC services **do not** include:

- Providing methodological or analytical advice – When preparing your proposal, consult the public-use documentation for each survey year or cycle. Files, concepts, variable names, and the availability of certain variables may change over time.
- Helping write statistical code for your project.
- Providing any type of data file for use outside of the RDC.
- Merging files.

Project Timing:

- Estimate approximately 12 weeks lead-time for proposal review. The process is iterative, with your RDC Analyst routing comments from the reviewers to you for proposal revision.
- Estimate approximately 12 weeks before access to the data is granted after proposal approval. Users must complete confidentiality training, submit confidentiality forms, and submit payment before they are granted access to the data. Federal Statistical RDC users must also apply for Special Sworn Status.
- Allow sufficient time for conducting data analysis to produce approved output.
- Allow time for scheduling the RDC visit and travel to the RDC. You must schedule your RDC appointment at least 7 days in advance. Virtual Data Enclave (VDE) access may also be available after March 2023.
- Estimate a minimum of at least 3 weeks for a disclosure review of each output request. Follow the procedures in the *Guidelines for SAMHSA RDC Data Users* for output. The output review takes time depending on the quantity of the output and RDC staff workload. Approved output will be emailed to the researcher.

RDC Proposal Approval:

- Approval allows you access to restricted-use data. It is not an endorsement of your

- research.
- Research projects may change over time. Notify your SAMHSA RDC about any major changes to your project for you may need to submit an amended proposal.

Output:

- The SAMHSA RDC will only release output described in the approved proposal.
- The RDC does not release intermediate output. The *Guidelines for SAMHSA RDC Data Users* outlines the steps users must take to prevent disclosure.

I have read and agree to the above statements and will plan accordingly. I have also read the *Guidelines for SAMHSA RDC Data Users* and agree to abide by all rules and restrictions of the NCHS Research Data Center.

Student: _____ Signature: _____ Date: _____

Advisor: _____ Signature: _____ Date: _____