

## Vivli Data Request Form Checklist

Version 1.0

July 6, 2018

Data requestors will need the following information to complete your Vivli Data Request Form. Optional fields are italicized.

Field	Item	Details	Notes
<b>Research Team</b>	<b>Lead Researcher</b>	First and Last Name	
		Position	
		Email	
		<i>ORCID ID #</i>	ORCID ID # is a persistent digital identifier that distinguishes you from every other researcher, and, through integration in key research workflows such as manuscript and grant submission, supports automated linkages between you and your professional activities ensuring that your work is recognized.
		Employer, Company, Research Institution or Primary Affiliation	Cannot exceed 500 characters
		Education, degree, professional qualifications, and memberships that are relevant to the proposed research.	
		Any real or potential conflicts of interest, including how they will be managed.	
<b>Research Team</b>	<b>Statistician Researcher</b>	Same criteria as lead and statistician researchers.	If different than lead researcher; if the same, check the box <b>Lead Researcher is also Statistician Researcher</b> .
<b>Research Team</b>	<b>Additional Researchers</b>	Same criteria as lead and statistician researchers.	Click on box marked <b>Add+</b> to add additional research team members.
<b>Research Proposal</b>	<b>General</b>	Title of the Proposed Research (including a description of the study design and main outcomes of interest)	
		Requires IRB approval (yes or no)	If no, requester will be prompted to add additional information.
		Narrative Summary explaining the	

		relevance of the project to science and public health	
		Specific aims / objectives of the research, including the specific hypotheses to be evaluated.	
	Purpose of Analysis	Choose from the available categories – select all that apply	
	Study Design	Brief Description	
		Specific Outcome Elements	
		Main Predictor / Independent Variable	
		<i>Other Variables of Interest</i>	
	Project Timeline	Target Analysis Start Date	
		Estimated Analysis Completion Date	
	Dissemination & Publication Plan	Dissemination & Publication Plan	
		<i>References for all cited material</i>	Use APA format
<b>Studies</b>	Vivli Listed and Provisioned Studies	All studies added to your data request form via searching on the Vivli Platform	For more information, see <b>How-to: Requesting Studies on Vivli.</b>
	Vivli Listed Studies Provisioned by External Providers	Data Provider, NCTID / Sponsor Protocol ID, and either a title or description.	For more information, see <b>Types of Studies Available on Vivli.</b>
	Studies Provided on Vivli Partner Platforms (Not listed on Vivli) or other Data	Data Provider, NCTID / Sponsor Protocol ID, and either a title or description.	For more information, see <b>Types of Studies Available on Vivli.</b>
<b>Statistical Analysis Plan</b>	General	Description of how you will analyze the requested clinical study data	



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		<i>Country or countries where the analysis will be conducted</i>	
<b>Funding</b>	General	Answer yes / no to the four questions regarding funding of the research proposal.	If yes, please provide additional details.
<b>Other Information</b>	Other Information	<i>Any other information that may be relevant to the research proposal</i>	May attach files as well.
<b>Attestations</b>	Certify Complete And Accurate	The lead researcher must certify that the information is complete and accurate and assume full responsibility for the research.	