

DATA ACCESS MINISERIES

Sponsored by:  

FY25 Session #: 1

Requesting Research Data Access Using DART

October 2, 2024

Tim Trautman, BSD

DART and VADDRT Program Manager



DATA ACCESS CYBERSEMINAR MINISERIES

Informational seminars to help VA researchers access VA databases.

Topics Include:

- VA Data Access Requirements for Research
- Requesting Research Data Access Using DART
- VA Data Access Preparatory to Research Requirements
- Preparatory to Research Project
- VA Data Access Requirements for Operations



UPCOMING DATA ACCESS SESSIONS

All session below will be held from 3:00pm-4:00pm ET

Date	Topic
10/10/24	VA Data Access Preparatory to Research Requirements
11/6/24	Preparatory to Research Project
11/14/24	VA Data Access Requirements for Operations

Visit the [VIReC Cyberseminars](#) page for more information & registration links.

Visit [HSR's VIReC Cyberseminar Archive](#) page to watch previous sessions.

Where can I
download a
copy of the
slides?



SAMPLE EMAIL

A Practical Approach to Working with VA-Purchased Community Care Data

Thursday, October 13, 2022

2:00 PM | (UTC-04:00) Eastern Time (US & Canada) | 1 hr

Please download today's slides

~~Please click here for today's live captions~~

Join webinar

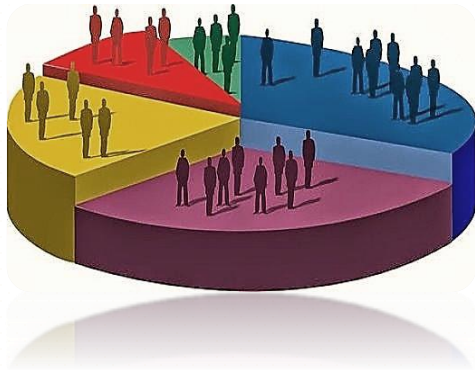
More ways to join:

Join from the webinar link

<https://veteransaffairs.webex.com/veteransaffairs/j.php?>

Poll #1:

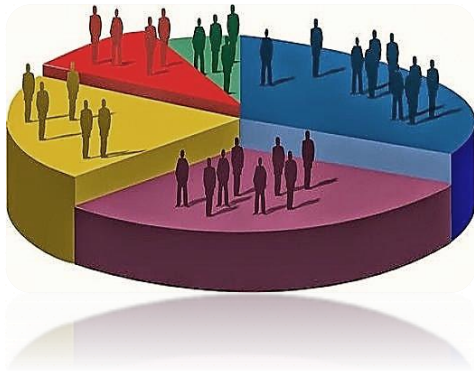
*What is your **primary role** in projects using VA data?*



- Investigator, PI, Co-I
- Statistician, methodologist, biostatistician
- Data manager, analyst, or programmer
- Project coordinator
- Other – please describe via the chat function

Poll #2:

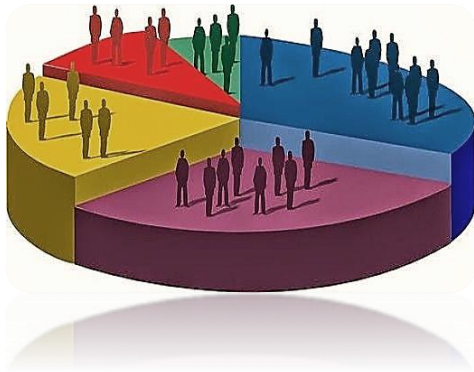
How many years of experience working with VA data?



- None – I'm brand new to this!
- One year or less
- More than 1, less than 3 years
- At least 3, less than 7 years
- At least 7, less than 10 years
- 10 years or more

Poll #3:

What is the main reason you are attending today?



- I want to request data for Research
- I want to request data for Preparatory to Research
- I want to learn more about using DART

DATA ACCESS MINISERIES

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FY25 Session #: 1

Requesting Research Data Access Using DART

October 2, 2024

Tim Trautman, BSD

DART and VADDRT Program Manager

Session roadmap

A map showing the border between Indiana and Ohio. A thick white line with a grey shadow highlights a route starting from Indianapolis, Indiana, and ending in Columbus, Ohio. Two yellow circular markers are placed at the start and end of the route. The map includes various cities, towns, and road numbers. The text 'OHIO' and 'INDIANA' are visible across the map.

- **Introduction to the DART Application**
- Create a DART Request
- DART Approval Process
- Post-DART User and Data Provisioning
- Amend a DART Request

Introduction to the DART Application



- DART is VINCI's Data Access Request Tracker online application used by National Data Systems (NDS), Million Veteran Program (MVP), and other data stewards to approve access to various data sources including CDW/VINCI/MVP data
- Collects study information and documentation via a 4-screen "Wizard"
- Determines required documentation based on Wizard entries
- Distributes the request to approving authorities who approve



Accessing the DART Application

- Go To VINCI Central at <https://vincicentral.vinci.med.va.gov>

VINCI Central

Home \

Workspaces \ Applications \ My VINCI Dashboard \ VINCI University \ VINCI Data \ Edit

+ New \ Data Access Request Tracker (DART) Published 9/5/2024 Edit

VINCI File Download

VINCI File Upload

Dim Data Viewer

Meta Data Viewer

Let's Collaborate VA!

Voogle Notes

Please sign up for Alerts [HERE!](#)

Announcements

Announcements

VINCI Tech Hour Rescheduled | Wednes...

Welcome to the VA Informatics and Computing Infrastructure

We are here to assist you in all your Preparatory to Research and IRB Research needs.

VINCI provides numerous consultation services throughout the life-cycle of your research project. When you are thinking medical research, think of VINCI first. We can guide you through every step of the process.

User Guides and Information

Name \

- DART
- Database

VA U.S. Department of Veterans Affairs

Feedback | Site Map | Privacy Policy | VHA Data Portal | VIREC | HSR&D | HSRData-L Listserve | Section 508 Accessibility



HOME > DART Dashboard

[DART User Guide](#)

To-Do List **0**

Requests **4**

To-Do List

Filter

All

Preparatory to Research

Research

Showing 0 to 0 of 0 entries

Search:

Date Received	Tracking #	Name	Type	Contact	Description	Actions
No data available in table						

Bookmark https://dart.vha.med.va.gov/vinci_dart_client/dart9/dashboard.html



HOME > DART Dashboard

DART User Guide

To-Do List 0

Requests 4

Requests

Create a New Request

Filter All Preparatory to Research Research

Showing 1 to 4 of 4

Search

Tracking #	Name	Type	Contact	Submitted	Status	Actions
2024-03-901-D-A01	3-29-24 Test 1	Research Data Access	Larimer, Grant G. (B3 Group, Inc.)		NOT SUBMITTED	Actions
2024-03-902-D	3-29-24 Test 2	Preparatory to Research Access	Larimer, Grant G. (B3 Group, Inc.)	03/29/2024	NDS APPROVED	Actions
2024-04-902-D	Linda Test Multi-site process	Research Data Access	Jannotta, Angela M.		NOT SUBMITTED	Actions
2024-04-909-D	PTSD in Veterans (TEST)	Research Data Access	Trautman, Timothy N. (UofU)	09/29/2024	NDS 0%	Actions



HOME > DART Dashboard

DART User Guide

To-Do List 0

Requests 4

Requests

Create a New Request

Filter

All

Preparatory to Research

Research

Showing 1 to 4 of 4

Search:

Tracking #	Name	Type	Contact	Submitted	Status	Actions
2024-03-901-D-A01	3-29-24 Test 1	Research Data Access	Larimer, Grant G. (B3 Group, Inc.)		NOT SUBMITTED	
2024-03-902-D	3-29-24 Test 2	Preparatory to Research Access	Larimer, Grant G. (B3 Group, Inc.)	03/29/2024	NDS APPROVED	Actions
2024-04-902-D	Linda Test Multi-site process	Research Data Access	Jannotta, Angela M.		NOT SUBMITTED	View
2024-04-909-D	PTSD in Veterans (TEST)	Research Data Access	Trautman, Timothy N. (UofU)	09/29/2024	NDS 0%	Amend

Session roadmap



- Introduction to the DART Application
- **Create a DART Request**
- DART Approval Process
- Post-DART User and Data Provisioning
- Amend a DART Request



HOME > DART Dashboard

DART User Guide

To-Do List 0

Requests 4

Requests

Create a New Request



Filter

All

Preparatory to Research

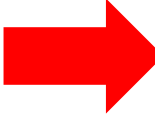
Research


Showing 1 to 4 of 4

Search:

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2024-04-909-D	PTSD in Veterans (TEST)	Research Data Access	Trautman, Timothy N. (UofU)	09/29/2024	NDS 0%	Actions

New Request ✕

 Official Study Name *

 Request Type *

Would you like an assessment of your data needs from VINCI Services? *

- Please select a Request Type
- Preparatory to Research**
- Preparatory to Research Access
- Research**
- Research Data Access

Required

New Request ✕

Official Study Name *

Request Type *

Would you like an assessment of your data needs from VINCI Services? *
 Yes No

* Required

DART Test .NET DART 2023-09-003-D has been Initiated - Please Read Before Submitting This Request - Do Not Reply

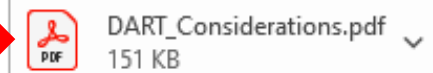


dart@va.gov

To ○ Trautman, Timothy N. (VINCI)



Thu 9/7/2023 3:37 PM



Greetings DART User,

You are receiving this email because you initiated a new Dart Request Request Tracker (DART) request:

DART Tracking Number: 2023-09-003-D

- Study/Protocol Name: Creating a DART Request for IRB Research

It is important that you read the attached PDF document in order for you to understand the process. Please note that only IRB approved research and Preparatory to Research requests should be submitted through DART. Operational access is requested through other processes.

The attached document provides links to helpful resources, considerations to take into account when requesting data access, and what to expect. The [DART User Guide](#) provides complete details about how to use DART. If you need assistance with completing the DART request or have questions, please contact the VINCI Concierge Service at VINCI@va.gov or NDS.ResearchAccessRequests@va.gov. Do not reply to this email as it is system generated.

Data Needs Assessment

You declined assistance from VINCI Services on your cohort development. If you change your mind and decide you would like assistance, please contact VINCI@va.gov.

Remember, please take time to read the [DART User Guide](#).

Do not reply to this email as it is system generated.

Sincerely,

The DART Team



Information

Participants

Data

Documents

Submit



History



Communication



2024-04-909-D

PTSD in Veterans

i Activity Information

REQUEST INFORMATION

Short Name * PTSD in Veterans

Does your project have an IRB or other Project Number?

- Yes
- No

VAIRRS Project ID * 123456

Does your project have an IRB or R&D Committee approval expiration date?

- Yes
- No

IRB or R&D Committee Approval Expiration Date * 10/02/2025

Study Start Date * 10/02/2024

Anticipated Study Close Date * 10/01/2027



HOME > DART Dashboard > History

DART User Guide

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History



Communication

2024-04-909-D

PTSD in Veterans

History

2024-04-909-D

Go to Original

Event

Date & Time

Initiator

Initiated Data Access Request

04/26/2024 11:01 AM

Trautman, Timothy N. (UofU)

Submitting Data Access Request Packet

09/29/2024 03:01 PM

Trautman, Timothy N. (UofU)

Request Sent for Initial NDS Review

09/29/2024 03:01 PM

Trautman, Timothy N. (UofU)

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History



Communication

2024-04-909-D

PTSD in Veterans

History

2024-04-909-D

Go to Original

Event	Date & Time	Initiator
Initiated Data Access Request	04/26/2024 11:01 AM	Trautman, Timothy N. (UofU)
Submitting Data Access Request Packet	09/29/2024 03:01 PM	Trautman, Timothy N. (UofU)
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- Data
- Documents
- Submit



History



Communication



2024-04-909-D

PTSD in Veterans

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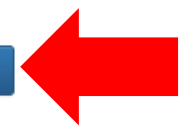
2024-04-909-D

PTSD in Veterans



Communication

Add New



Topic

Author

Date

Message

Uploaded wrong IRB document?

Trautman, Timothy N. (UofU)

09/29/2024

Hello, I've uploaded the IRB document fo...

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New Communication - Work - Microsoft Edge

https://darttest.vha.med.va.gov/vinci_dart_client/dart9/communication-new.html?id=17220&rid...

New Communication

Topic

Uploaded wrong IRB document?

Message

Hello, I've uploaded the IRB document for the wrong study. Can you please let me know how to fix? |

Cancel Submit

Information

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Submit

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Communication

2024-04-909-D

PTSD in Veterans

Add New

Communication

Topic

Author

Date

Message

[Uploaded wrong IRB document?](#)

Trautman, Timothy N. (UofU)

09/29/2024

Hello, I've uploaded the IRB document fo...

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2024-04-909-D PTSD in Veterans

Add New

Communication

VIEW COMMENT

Uploaded wrong IRB document?

Posted 09/29/2024

By Trautman, Timothy N. (UofU)

Hello, I've uploaded the IRB document for the wrong study. Can you please let me know how to fix?

Close Reply

Topic	Author	Date	Message
Uploaded wrong IRB document?	Trautman, Timothy N. (UofU)	09/29/2024	Hello, I've uploaded the IRB document fo...



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Communication

2024-04-909-D

PTSD in Veterans

i Activity Information

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IRB or R&D Committee Approval Expiration Date * 10/02/2025

Study Start Date * 10/02/2024

Anticipated Study Close Date * 10/01/2027

Study Start Date *

Anticipated Study Close Date *

Exemptions & Informed Consent *

1. Has your study been determined to be an exempt human subjects study? Yes No

1a. Does your study require subjects to give informed consent orally or in writing - or a HIPAA authorization in writing? Yes No

1b. Does your study have IRB approval for a full Waiver of Informed Consent? Yes No

HIPAA Authorization *

2. Does your study have IRB or Privacy Board approval for a Waiver of HIPAA authorization? Yes No

2a. Is the Waiver of HIPAA authorization only for recruiting or determining subject's eligibility? Yes No

2b. Is the Waiver of HIPAA authorization for the entire study? Yes No

* Required

[← Previous](#)[Validate](#)[Save Draft](#)[Next →](#)

Study Start Date *

Anticipated Study Close Date *

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1. Has your study been determined to be an exempt human subjects study?	Yes	No	No
1a. Does your study require subjects to give informed consent orally or in writing - or a HIPAA authorization in writing?	N/A	Yes - Need Sample Informed Consent and HIPAA Authorization.	No
1b. Does your study have IRB approval for a full Waiver of Informed Consent?	N/A	No or Yes	No or Yes

HIPAA Authorization *

- 2. Does your study have IRB or Privacy Board approval for a Waiver of HIPAA authorization? Yes No
- 2a. Is the Waiver of HIPAA authorization only for recruiting or determining subject's eligibility? Yes No
- 2b. Is the Waiver of HIPAA authorization for the entire study? Yes No

2. Does your study have IRB or Privacy Board approval for a Waiver of HIPAA authorization?	Yes - Need Waiver of HIPAA-Compliant Authorization.	Yes - Need Waiver of HIPAA-Compliant Authorization.	No - Need Sample Informed Consent and HIPAA Authorization.
2a. Is the Waiver of HIPAA authorization only for recruiting or determining subject's eligibility?	Yes - Need Sample Informed Consent and HIPAA Authorization.	No	N/A
2b. Is the Waiver of HIPAA authorization for the entire study?	No	Yes	N/A

* Required

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Validate Save Draft Next →



- Information
- Participants**
- Data
- Documents
- Submit



2024-04-909-D PTSD in Veterans

Participants

PARTICIPANTS & LOCATIONS

Name	AD Alias	Location	Notifications	Data Access	CAPRI/JLV Application Account	Delete
Trautman, Timothy N. (UofU)	VHAISLTRAUTT	(660) Salt Lake City HCS (Salt Lake City UT)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larimer, Grant G. (B3 Group, Inc.)	VHAISLLARIMG	(442) Cheyenne WY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Eddy, Deborah J.	VHAISLEDDYD	(660) Salt Lake City HCS (Salt Lake City UT)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Important! Please select a Primary Location and a Principal Investigator for each location. ✕

Primary	Location	Principal Investigator
★	(660) Salt Lake City HCS (Salt Lake City UT)	Trautman, Timothy N. (UofU)
☆	(442) Cheyenne WY	Larimer, Grant G. (B3 Group, Inc.)

Find People

508

Select a Location



Add



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Information **Participants** Data Documents Submit

History

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2024-04-909-D PTSD in Veterans

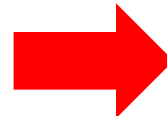
Participants

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Name	AD Alias	Location	Notifications	Data Access	CAPRI/JLV Application Account	Delete
Trautman, Timothy N. (UofU)	VHAISLTRAUTT	(660) Salt Lake City HCS (Salt Lake City UT)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larimer, Grant G. (B3 Group, Inc.)	VHAISLLARIMG	(442) Cheyenne WY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Eddy, Deborah J.	VHAISLEDDYD	(660) Salt Lake City HCS (Salt Lake City UT)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Important! Please select a Primary Location and a Principal Investigator for each location.

Primary	Location	Principal Investigator
★	(660) Salt Lake City HCS (Salt Lake City UT)	<input type="text" value="Trautman, Timothy"/>
☆	(442) Cheyenne WY	Larimer, Grant G. (B3 Group, Inc.)



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Validate

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Information Participants **Data** Documents Submit



2024-04-909-D PTSD in Veterans

Data Sources

Data Storage Location *

- VINCI
- Other Server Location

Name of facility *

VA Salt Lake City Healthcare System

Address *

500 Foothill St.

Building

2

Room #

2E21



Will data be transferred external to the VHA? *

NDS cannot approve a research request that would include disclosing data requested through DART to entities outside of VHA unless the disclosure complies with VHA Privacy Office and Office of Research and Development (ORD) policy. ORD policy requires VHA research investigators to apply data use agreements (DUAs) when transferring research data external to VHA.

For example:

The HIPAA Privacy Rule permits the transfer of Limited Data Sets for research purposes, without obtaining an Authorization or documentation of Waiver of Authorization with a DUA.

If "finder" files are to be sent out to Federal or state agencies for the purpose of a Federal or state agency disclosing information on the individual back to VA per SOR 34VA12, a DUA between the PI and the external agency must be submitted with the DART application.

- No
- Yes (DUA is required)

Name of Company/Agency*

The Healthy Place LLC

Street *

500 Foothill Dr.

City *

Salt Lake City

State *

UT

Zip Code *

84113

Data Access Systems

- SAS Grid

IDENTIFIERS [\(More about identifiers\)](#)

- Real SSN
- Scrambled SSN
- Identifiable data but no real or scrambled SSNs

HEALTHCARE OPERATIONS GENERATED DATA SOURCES

- ADUSH Enrollment Files
- Bereaved Family Survey
- CAPRI & Joint Legacy Viewer (JLV) - Individuals needing system access are selected on the Participants page and require Real SSN approval
- Care Assessment Need Score (CAN Score) - Scrambled SSN approval required
- Clinical Assessment Reporting and Tracking (CART) CV (Disclaimer)
- Corporate Data Warehouse (CDW)
 - Production Domains
 - Raw Domains
 - VA Millennium
 - Text Integration Utility (TIU) Text Notes
- COVID-19: Shared Data Resource
- Death Ascertainment File (DAF) – CDW SQL tables
- DoD-VA Infrastructure for Clinical Intelligence (DAVINCI)
- Geriatrics and Extended Care (GEC)
 - GECDAC Health Care Risk Measures
 - Home Based Primary Care (HBPC) Masterfile
 - RAI/MDS
- Health Economics Resource Center (HERC) Cost Data - Includes Average Cost Data, V21 and Nosos Risk Scores, and Discharge Data Sets with Subtotals
- Homeless Veterans Registry (Disclaimer)
- IVC Consolidated Data Sets - Real SSN approval required
- Lung Cancer Screening Demonstration Project (LCSDP) Cohort
- Managerial Cost Accounting (MCA)
 - National Data Extracts (NDEs)
 - Web Reports - Real SSN approval required
- Medical SAS Files - CDW SQL tables

- SCI/D Historical Consolidated Data - Real SSN approval required
- Traumatic Brain Injury Screening and Evaluation Data
- United States Veterans Eligibility Trends and Statistics (USVETS) – Real SSN approval required

VA Surgical Quality Improvement Program (VASQIP) - Real SSN or Scrambled SSN only

- Cardiac variables
- Non-cardiac variables

VetsNet

VINCI Natural Language Processing (NLP) Output

- Ejection Fraction
- VINCI Prostate Cancer Data Core

VSSC Self-Service Web-Based Products – Real SSN approval required

RESEARCH GENERATED DATA SOURCES

Epidemiology, Immunology and Clinical Characteristics of COVID-19 (EPIC3)

- InFLUenza Patient-Reported Outcome, aka FLU-PRO Questionnaire (FluPro)
- Long Term Symptoms Questionnaire (LongTermSymptoms, LongTermSymptoms_COVIDTests)
- MVP COVID-19 Questionnaire (MVPCOVID19)
- Participant Info (ParticUpload)
- REDCap Data Dictionary (REDCapDataDictionary)
- Vaccines Questionnaire (Vaccines)
- Million Veteran Program (MVP) - Available only to MVP approved studies
- Million Veteran Program (MVP) plus Death Ascertainment File - Available only to MVP approved studies

* Required

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Information Participants Data Documents Submit

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Communication

2024-04-909-D PTSD in Veterans

Documents

NOTICE: Always check the Data Steward's web site ([DART Process and Forms](#)) for the latest version of forms. Outdated forms will not be accepted. If a required document is actually several documents, such as an IRB and a Continuing IRB, combine them into one document before uploading. When you are required to replace documents after submission, it is easier for the reviewer if you replace all the documents that are changing at one time.

Required Documents

REQUIRED DOCUMENTS

➤ (660) Salt Lake City HCS (Salt Lake City UT) (Primary Site)

Research Request Memo
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

[Upload](#)

Research Study Institutional Review Board (IRB) Approval Letter or other research
determination document
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

[Upload](#)



REQUIRED DOCUMENTS

✖ (660) Salt Lake City HCS (Salt Lake City UT) (Primary Site)

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[Upload](#)

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Masterfile

[Upload](#)

Sample Informed Consent and HIPAA Authorization
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

[Upload](#)

Research and Development (RD) Committee Approval Letter
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

[Upload](#)

Data Use Agreement
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

[Upload](#)

IRB Approval of Waiver of HIPAA-Compliant Authorization
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

[Upload](#)

Research Protocol
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

[Upload](#)



CDW-Domain Checklist
Required for Production Domains

2024-04-909-D CDW-Domain Checklist-(660) Salt Lake City
HCS (Salt Lake City UT).pdf (View) Upload
V1 - Uploaded Aug 6 2024 4:49PM by Trautman, Timothy N. (UofU)

Real SSN Access Request
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

Upload

Program Office Data Access Approval: GEC HBPC Data
Required for Home Based Primary Care (HBPC) Masterfile

Upload

(442) Cheyenne WY

Research Study Institutional Review Board (IRB) Approval Letter or other research
determination document
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

Upload

Research and Development (RD) Committee Approval Letter
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

Upload

IRB Approval of Waiver of HIPAA-Compliant Authorization
Required for CAPRI & JLV, Production Domains, Home Based Primary Care (HBPC)
Masterfile

Upload

Larimer, Grant G. (B3 Group, Inc.) (Primary Investigator)

EHR Access Request Form
Required for CAPRI & JLV

Upload

- Information
- Participants
- Data
- Documents
- Submit**



2024-04-909-D PTSD in Veterans

✓ Submit

SUBMIT REQUEST

Request form near complete! Please answer these last questions, then you may submit your request. ✕

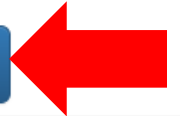
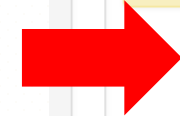
Would you like to work with VINCI Services on developing your cohort? *

- Yes
- No

Please rate your teams level of SQL proficiency *

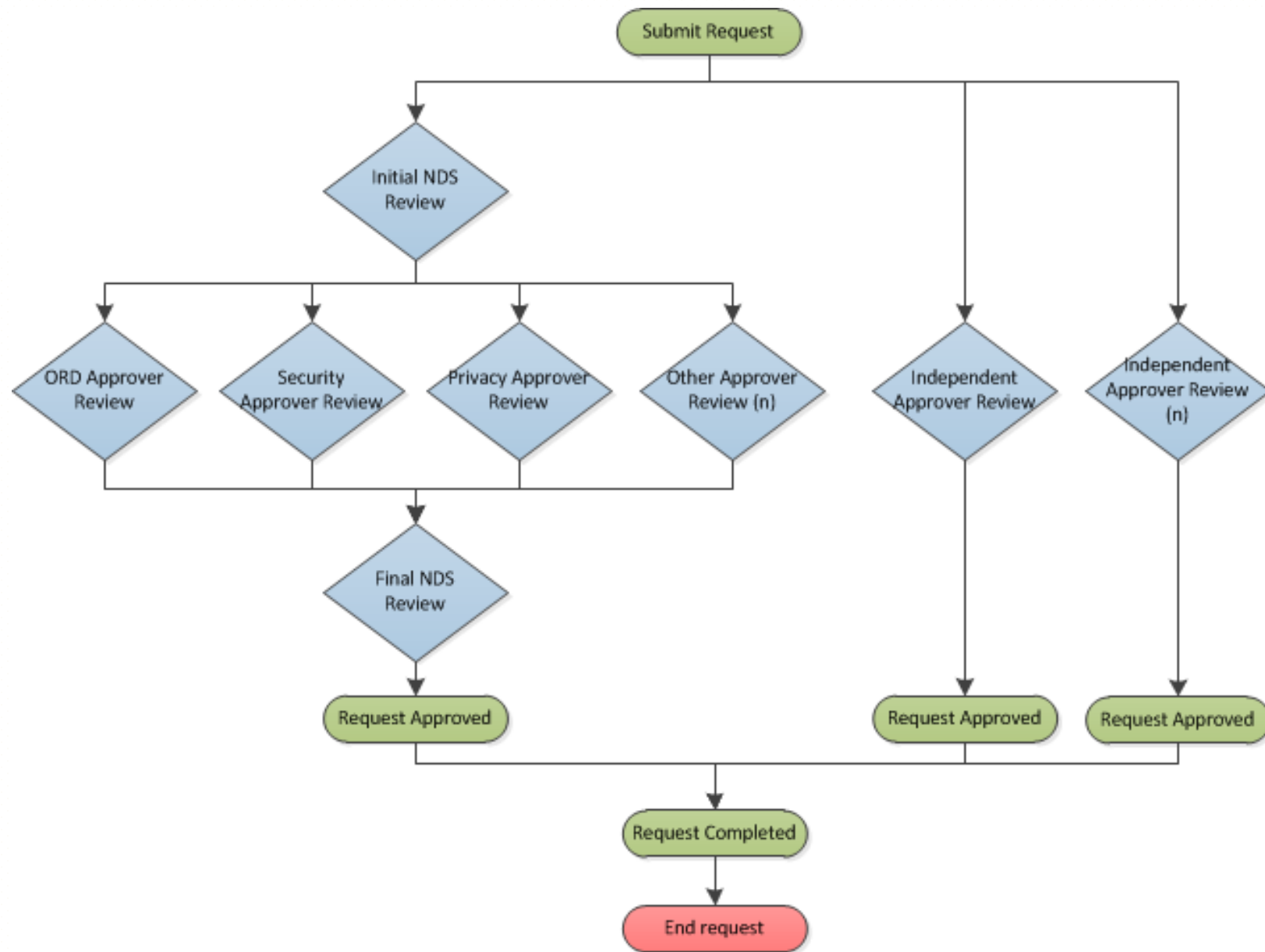
- 1 - Beginner
- 2
- 3
- 4
- 5 - Expert

Submit Request



Session roadmap

- Introduction to the DART Application
- Create a DART Request
- **DART Approval Process**
- Post-DART User and Data Provisioning
- Amend a DART Request



2024-04-909-D PTSD in Veterans

✓ NDS Decision

<input type="checkbox"/>	Privacy Review
<input type="checkbox"/>	Security Review
<input type="checkbox"/>	ORD Review
<input type="checkbox"/>	Capri/JLV
<input type="checkbox"/>	Homeless Registry Review
<input type="checkbox"/>	NPOP Review

SUBMIT REVIEW

Review ready to be submitted! ✕

Warning: No additional reviews have been selected! ✕



[Complete Initial Review](#) [Request Changes](#) [Deny](#)

Subject: 2024-04-909-D - Trautman - Research Data Access - Change Requested by NDS - Changes Requested

DART Tracking Number: 2024-04-909-D

Study Name: PTSD in Veterans

Principal Investigator: Trautman

Date Change Requested: Mon Sep 30 15:09:00 CDT 2024

Following its review, NDS has requested a change or additional information for this DART request. Please review the message below and use DART to take the action requested. If you have questions you may respond to the reviewer through the DART Communications function. The current status of this request is 'Change Request.' Once you have taken the action requested be sure to resubmit the request through DART so the request status will be updated.

Message: Please upload a signed Research Request Memo. Thanks.

You can review this request by clicking on the following link: https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdart.vha.med.va.gov%2Fvinci_dart_client%2Fdart9%2Fdashboard.html&data=05%7C02%7C%7C4bfde0ed8b6648c603e808dce18bbe3ff%7Ce95f1b23abaf45ee821db7ab251ab3bf%7C0%7C0%7C638633237503180722%7CUnknown%7CTWFpbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IjEhaWwILCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=M2VemHYrsf1w0qWz00rtuSEJGoZVETVDzBtT5AFFkHY%3D&reserved=0

- Simply return to the request on your To-Do list and make the changes specified or clarify per instructions from the Reviewer.
- Most delays in request processing are due to waiting on the study to resubmit.
- See [Sec. 4.3 of the DART User Guide](#) on Responding to Change Requests.



Information

Participants

Data

Documents

Decision



History



Communication



2024-04-909-D

PTSD in Veterans

Add New

Communication

VIEW COMMENT

Changes Requested

Posted 09/30/2024

By Trautman, Timothy N. (UofU)

Please upload a signed Research Request Memo. Thanks.

Close

Reply

Topic	Author	Date	Message
Uploaded wrong IRB document?	Trautman, Timothy N. (UofU)	09/29/2024	Hello, I've uploaded the IRB document fo...
Changes Requested	Trautman, Timothy N. (UofU)	09/30/2024	Please upload a signed Research Request ...

Subject: 2024-04-909-D - Trautman - Research Data Access - Request Completed

NDS has approved this request. All reviews associated with this request have now been completed. This request may now be amended as needed. Please review this request below if you have questions.

Study Name: PTSD in Veterans
VAIRRS Project ID: 123456

DART Tracking Number: 2024-04-909-D

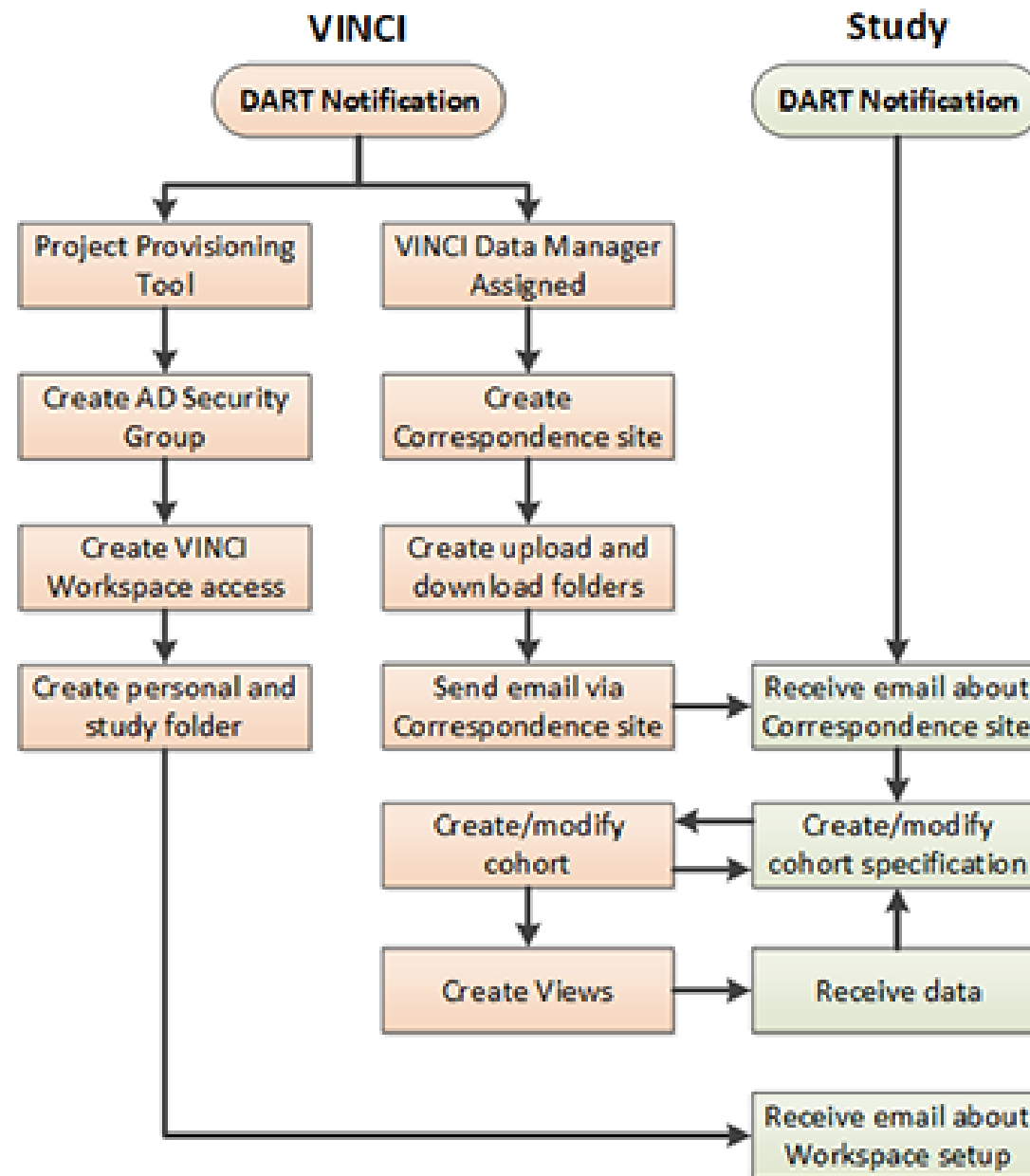
You can review this request by clicking on the following link: https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdart.vha.med.va.gov%2Fvinci_dart_client%2Fdart9%2Fdashboard.html&data=05%7C02%7C%7C6e2f1b8c081f45ba2f3308dce18f7cbf%7Ce95f1b23abaf45ee821db7ab251ab3bf%7C0%7C0%7C638633253591322843%7CUnknown%7CTWfPbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQjoiV2luMzliLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=gIHK%2BM6Qo8wjvLgHa3eLbw%2F3%2B9Wqx552X92y8Q5gf8k%3D&reserved=0

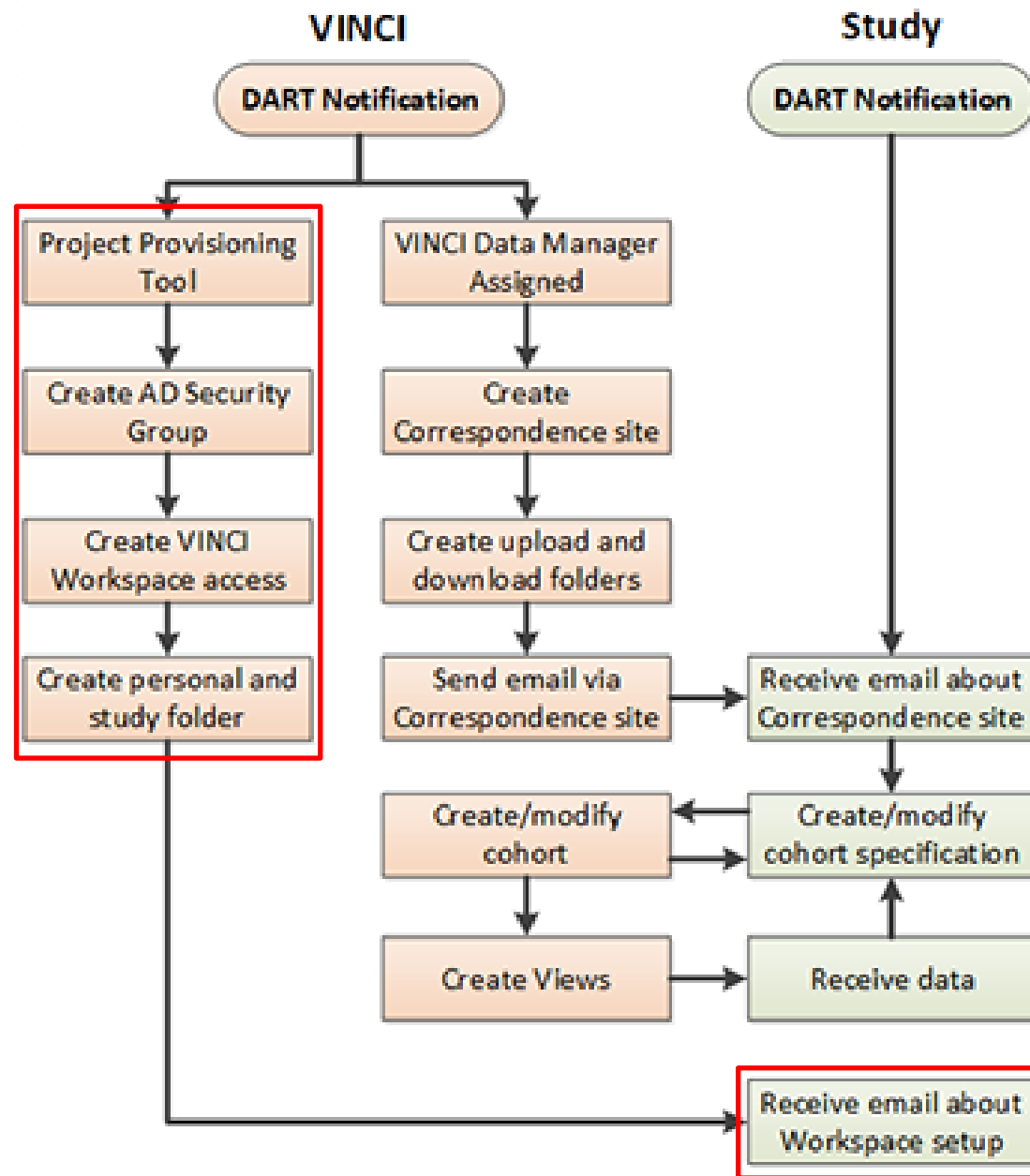
2024-04-909-D	PTSD in Veterans (TEST)	Research Data Access	Trautman, Timothy N. (UofU)	09/29/2024	NDS APPROVED	Actions ▾
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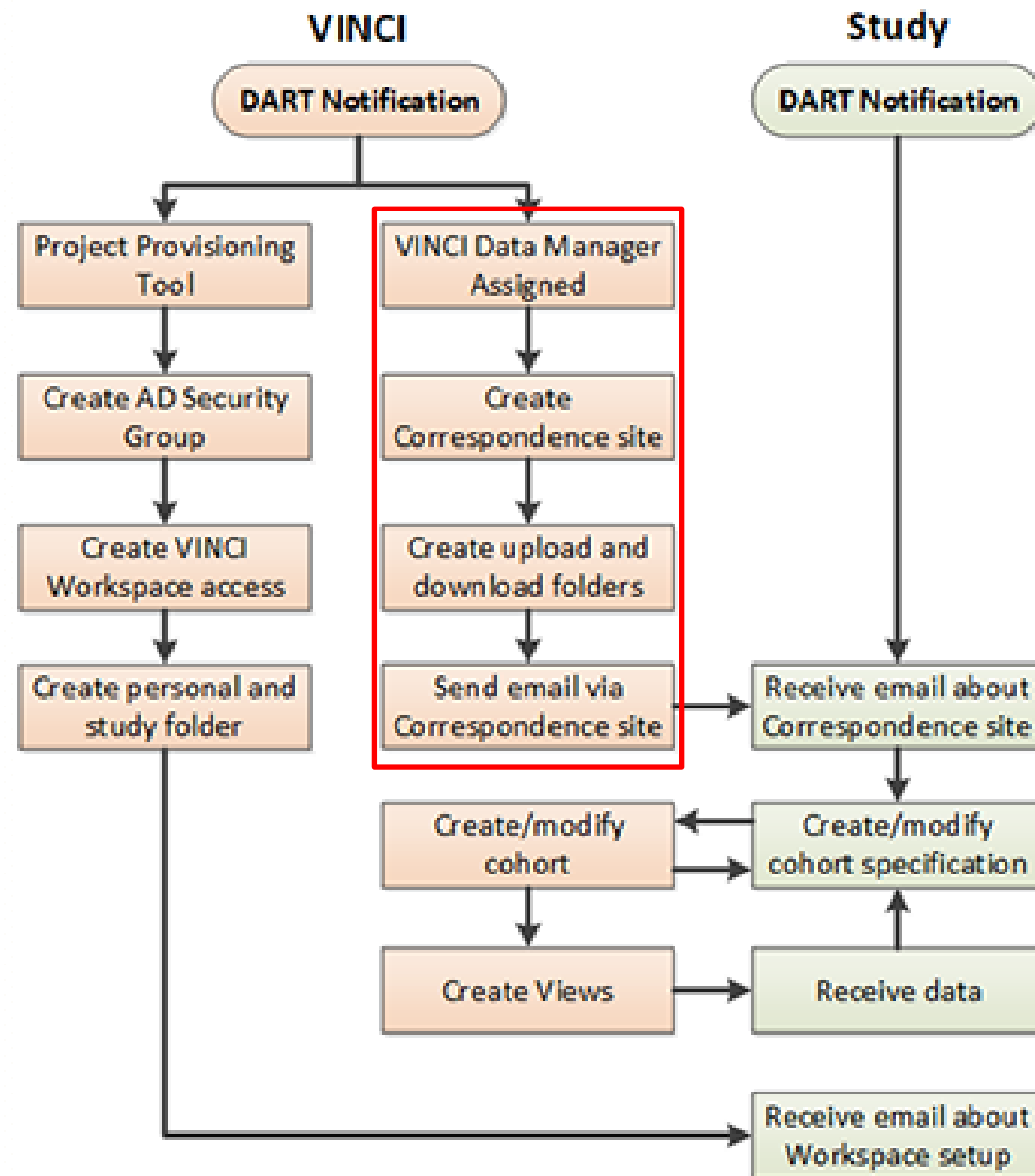
- The moment you've patiently looked forward to is here – YOU'RE APPROVED!
- All the reviews are completed and approved by the various Reviewers.
- You can now amend the request going forward as needed.

Session roadmap


- Introduction to the DART Application
- Create a DART Request
- DART Approval Process
- **Post-DART User and Data Provisioning**
- Amend a DART Request







Subject: VINCI Data Project Correspondence (Do not reply) - New message

 New message has been added



8/9/2024 3:01 PM

Message:

Please click on the study name link above to go to the website. You may also copy and paste the URL into your browser. Please do not send a reply to the email alert.

Welcome to VINCI

Now that your DART application has been approved, here is what needs to happen to complete your data request:

PLEASE DO NOT POST PI/PHI TO THIS SHAREPOINT SITE!

1. All communication should be through this SharePoint site. This site has been created to facilitate and track correspondence between the VINCI Data Team and your project team. Please **do not** use the phone, email, or Microsoft Teams if possible. To post a new message, simply click the "New Item" link at the top of the Messages window.
2. Please watch **both** of the "Recommended Videos" below, especially if you are new to VINCI as they provide guidance on how to proceed and what to expect.
3. For Vista based cohorts:
 1. We need a cohort of patients to limit the scope of the data that is provisioned to your study. A cohort can be created in multiple ways:
 2. If the study *already has* a cohort of patient identifiers (real or scrambled SSN, etc.) and will provide them to us, the study can place the file in the project folder, inside the VINCI Workspace. If the file is currently outside the VINCI workspace, it can be uploaded to the project folder using the [VINCI Workspace Upload Tool](#) found on [VINCI Central](#).
 3. If the study just has a cohort specification, please provide the cohort specification via this site. Things the study should know when providing a cohort specification:
 1. Please tell us **EXACTLY** which domains and tables to use to build the cohort.
 2. Please tell us the date range to use when defining the cohort.



Home \ My VINCI Dashboard \ VINCI SharePoint Sites

Workspaces ▾

Applications ▾

My VINCI Dashboard ▾

VINCI University ▾

VINCI Data

VINCI Services ▾



Edit



Search this site

+ New ✉ Send by email 🗣 Promote

Projects

Published 7/27/2021

✎ Edit

VINCI SharePoint Sites

DART Requests

AD Groups

Online Requests

File Shares

Databases

Virtual Machines

VINCI ShareP

Show 10 ▾ entries

Search: 2022

<u>Project</u>	<u>Server Name</u>	<u>Type</u>	<u>Site Name</u>	<u>Actions</u>
ORD_Holbrook_202202042D	VHACDWWEB02 Collaboration Sites	Correspondence Site	Holbrook_202202042D	

Showing 1 to 1 of 1 entries (filtered from 78 total entries)

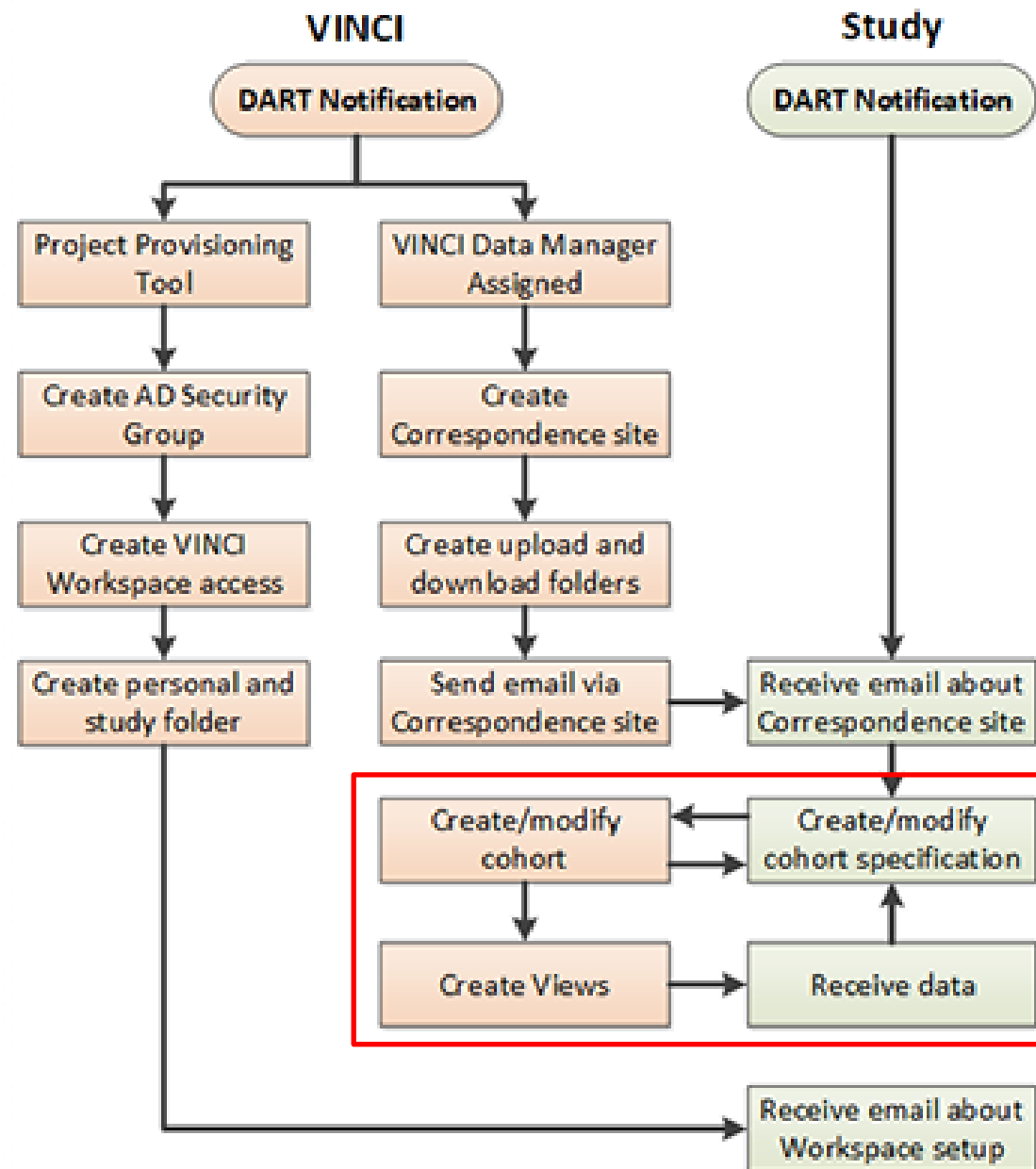
First

Previous

1

Next

Last



Session roadmap

- Introduction to the DART Application
- Create a DART Request
- DART Approval Process
- Post-DART User and Data Provisioning
- **Amend a DART Request**

Reasons to Amend a Request

- Adding or removing personnel. New RRM needed.
- Primary Investigator change.
- Update annual continuing IRB documents, new exemptions, RD&C check-ins and reports. *You are responsible for keeping your access approval documentation on file with DART current.*
- Request more data sources. You cannot uncheck a data source once approved.
- Close a study. See [Sec. 4.5 of the DART User Guide](#) on how.



HOME > DART Dashboard

DART User Guide

To-Do List 0

Requests 4

Requests

Create a New Request

Filter

All

Preparatory to Research

Research

Showing 1 to 4 of 4

Search:

Tracking #	Name	Type	Contact	Submitted	Status	Actions
2024-03-901-D-A01	3-29-24 Test 1	Research Data Access	Larimer, Grant G. (B3 Group, Inc.)		NOT SUBMITTED	Actions
2024-03-902-D	3-29-24 Test 2	Preparatory to Research Access	Larimer, Grant G. (B3 Group, Inc.)	03/29/2024	NDS APPROVED	Actions
2024-04-902-D	Linda Test Multi-site process	Research Data Access	Jannotta, Angela M.		NOT SUBMITTED	View
2024-04-909-D	PTSD in Veterans (TEST)	Research Data Access	Trautman, Timothy N. (UofU)	09/29/2024	NDS 0%	Amend

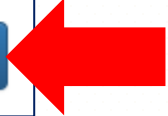


Amend Request

REQUEST INFORMATION

Official Study Name

Request Type





Information Participants Data Documents Submit



2024-04-909-D-A01 PTSD in Veterans

Activity Information



REQUEST INFORMATION

Narrative Text *

Short Name *

Does your project have an IRB or other Project Number? Yes No

VAIRRS Project ID *

Does your project have an IRB or R&D Committee approval expiration date? Yes No

IRB or R&D Committee Approval Expiration Date *

Study Start Date *



Information > **Participants** > Data > Documents > Submit

History

Communication

2024-04-909-D PTSD in Veterans

Participants

PARTICIPANTS & LOCATIONS

Name	AD Alias	Location	Notifications	Data Access	CAPRI/JLV Application Account [?]	Delete
Trautman, Timothy N. (UofU)	VHAISLTRAUTT	(660) Salt Lake City HCS (Salt Lake City UT)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larimer, Grant G. (B3 Group, Inc.)	VHAISLLARIMG	(442) Cheyenne WY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Eddy, Deborah J.	VHAISLEDDYD	(660) Salt Lake City HCS (Salt Lake City UT)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Important! Please select a Primary Location and a Principal Investigator for each location. ✕

Primary	Location	Principal Investigator
★	(660) Salt Lake City HCS (Salt Lake City UT)	Trautman, Timothy N. (UofU)
☆	(442) Cheyenne WY	Larimer, Grant G. (B3 Group, Inc.)

Select a Location

HEALTHCARE OPERATIONS GENERATED DATA SOURCES

- ADUSH Enrollment Files
- Bereaved Family Survey
- CAPRI & Joint Legacy Viewer (JLV) - Individuals needing system access are selected on the Participants page and require Real SSN approval
- Care Assessment Need Score (CAN Score) - Scrambled SSN approval required
- Clinical Assessment Reporting and Tracking (CART) CV (Disclaimer)

Corporate Data Warehouse (CDW)

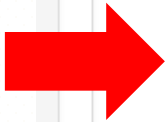
- Production Domains
- Raw Domains
- VA Millennium
- Text Integration Utility (TIU) Text Notes
- COVID-19: Shared Data Resource
- Death Ascertainment File (DAF) – CDW SQL tables
- DoD-VA Infrastructure for Clinical Intelligence (DAVINCI)

Geriatrics and Extended Care (GEC)

- GECDAC Health Care Risk Measures
- Home Based Primary Care (HBPC) Masterfile
- RAI/MDS
- Health Economics Resource Center (HERC) Cost Data - Includes Average Cost Data, V21 and Nosos Risk Scores, and Discharge Data Sets with Subtotals
- Homeless Veterans Registry (Disclaimer)
- IVC Consolidated Data Sets - Real SSN approval required
- Lung Cancer Screening Demonstration Project (LCSDP) Cohort

Managerial Cost Accounting (MCA)

- National Data Extracts (NDEs)
- Web Reports - Real SSN approval required
- Medical SAS Files - CDW SQL tables





Information Participants Data Documents Submit



History



Communication

2024-04-909-D-A01 PTSD in Veterans

AMENDMENT NARRATIVE: Updating with continuing IRB letter.

Documents

NOTICE: Always check the Data Steward's web site (DART Process and Forms) for the latest version of forms. Outdated forms will not be accepted. If a required document is actually several documents, such as an IRB and a Continuing IRB, combine them into one document before uploading. When you are required to replace documents after submission, it is easier for the reviewer if you replace all the documents that are changing at one time.

Required Documents

REQUIRED DOCUMENTS

(660) Salt Lake City HCS (Salt Lake City UT) (Primary Site)

Research Request Memo
Required for Production Domains, Home Based Primary Care (HBPC) Masterfile

2024-04-909-D Research Request Memo-(660) Salt Lake City HCS (Salt Lake City UT).pdf (View) Upload
V1 - Uploaded Sep 29 2024 2:54PM by Trautman, Timothy (UofU)

Research Study Institutional Review Board (IRB) Approval Letter or other research

2024-04-909-D IRB or Determination Letter-(660) Salt Lake City HCS (Salt Lake City UT) (Primary Site)



HOME > DART Dashboard > Requests

DART User Guide

Information > Participants > Data > Documents > **Submit**

 History


 Communication

2024-04-909-D-A01 PTSD in Veterans

AMENDMENT NARRATIVE: Updating with continuing IRB letter.

✓ **Submit**

SUBMIT REQUEST

Request form complete! You may now submit your request. 

Submit Request

THANK YOU!
Questions?



CONTACT INFORMATION

Tim Trautman

Health Science Specialist

Timothy. Trautman@va.gov



DATA ACCESS CYBERSEMINAR MINISERIES

Next session:
**VA Data Access Preparatory to Research
Requirements**

10/10/2024 at 2pm Eastern



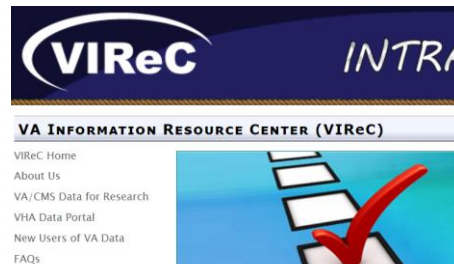
DATA ACCESS BONUS SLIDES

Resources for VA Data Users

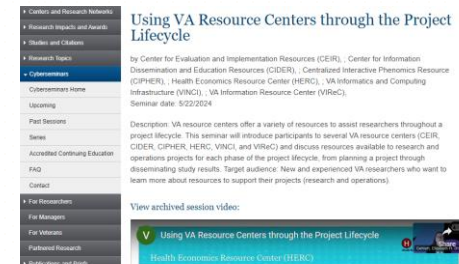
Select image to visit page



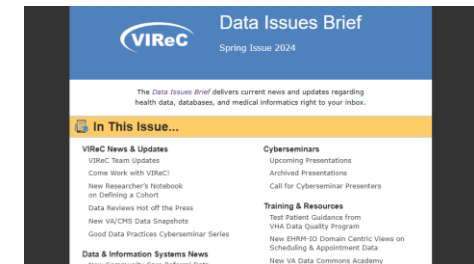
VHA Data Portal (VA Intranet)



VA Information Resource Center (VIREC) (VA Intranet)



Video: Using VA Resource Centers through the Project Lifecycle



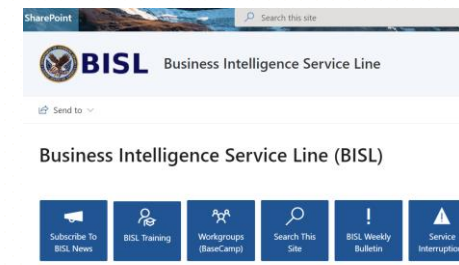
VIREC Data Issues Brief



VA Millennium EHR Data Documentation (VA Intranet)



VA Informatics and Computing Infrastructure (VINCI) (VA Intranet)



BISL/CDW (VA Intranet)



Health Economics Resource Center (HERC) (VA Intranet)

VIReC Cyberseminar Series

Select series for more information

Database & Methods



Introduces VA data sources and information systems and their use in research.

Good Data Practices



Provides practical guidance on using data throughout the research project lifecycle.

Data Access



Reviews data access request processes and provides insight on regulatory requirements.

CMS Data



Focuses on CMS and USRDS data and methods for using these data in VA research.

Research & EHR Synergy



Helps VA researchers understand VA's transition to the Federal EHR and its impacts on VA data.

Partnered Research



Explores VA data use in evaluation, implementation, and research-operations partnerships.

Interested in presenting a Cyberseminar? Contact virecseminars@va.gov



Questions about using VA Data?

HSRData Listserv

- Community knowledge sharing
- ~1,800 VA data users
- Researchers, operations, data stewards, managers
- Subscribe by visiting
vaww.virec.research.va.gov/Support/HSRData-L.htm (VA Intranet)

VINCI Help Desk

- Individualized support
- VINCI@va.gov

VIReC Help Desk

- Individualized support
- Request Form:
varedcap.rcp.vaec.va.gov/redcap/surveys/?s=KXMEN77LXK (VA Intranet)