

Explanatory notes for Part F

How CHRISP categorises external datasets

An 'external dataset' is any set of records that either you, or a third party, will supply to CHRISP for the project. This includes:

- Data collected within ISLHD operations but not already held in IHIP. This would include data from a database or spreadsheet managed within a clinic which is not stored in a centralised ISLHD IT system.
- Data supplied by any third party
- Publicly available data
- Data collected by your research team for this project, or another research project

When describing your dataset to CHRISP, you will need to tell us why the data was originally collected:

- Collected in the process of **providing clinical care**
- Collected as **administrative data**: administrative data is information collected primarily for administrative (not research purposes), usually during delivery of a service. Generally, State or Commonwealth data collections which are not specifically collected in the provision of routine clinical care are regarded as administrative data
- Collected for the purposes of **research**: the data was (or will be) collected for the specific purpose of research – either as part of this research project, for a different research project, or as general research data
- Collected for **any other reason**: for example, the dataset might be a survey whose original purpose was not acknowledged as research

Using data you collected, or collecting new data as part of this research project

CHRISP provides an 'Online Forms' solution which enables online data entry by either members of your research team, or using surveys where participants provide data. If you need to collect data as part of your research project, or you want to directly enter data from another source (as opposed to importing an extract of data), you may request to use IHIP Online Forms. If that is the case, you should provide details of the required dataset in **Part G – Data Collection or Data Entry using IHIP Online Forms**.

Ethical considerations in the use of external datasets

Most projects which make use of an external dataset will require approval from an ethics committee, and your application will need to consider the following issues:

- **Secondary use of data for research**
You cannot assume, without ethical approval, that data collected for any primary purpose other than research (e.g. during routine clinical care, or administrative data) is eligible for secondary use in your research project. You also cannot assume that research data collected for a different research project may automatically be used in this project.
- **The issue of participant consent**
Whenever data about humans is used in research, you must consider the issue of participant consent. For more information on consent, refer to the *NHMRC National Statement on Ethical Research (Updated May 2015)*, particularly *Chapter 2.2 General requirements for consent* and *Chapter 2.3 Qualifying or waiving conditions for consent*.