Request for information from the CORC dataset or access to data

The Child Outcomes Research Consortium (CORC) dataset[[1]](#footnote-1) and Children and Young People’s Improving Access to Psychological Therapies (CYP IAPT) dataset (2011-2015) are held by the CORC Team. By submitting data, CORC member services consent for their data to be used for secondary purposes, including research.

This form is to be completed with the details of any request for (i) permission to analyse the CORC dataset; (ii) the Central Team to analyse specific data on your behalf; or (iii) permission to analyse the CYP IAPT dataset (2011-2015). All requests are to be sent to corc@annafreud.org for consideration. Final sign off will be granted by CORC Management.

**(i) Request to use the CORC dataset for analysis, or (iii) use the CYP IAPT dataset for analysis**

If the request is granted, a subset of the dataset will be prepared for use. A confidentiality agreement will be required – by signing this, the applicant agrees to hold all data, information, systems and software provided by CORC as strictly confidential. All analyses must occur on Anna Freud National Centre for Children and Families (the Centre) property under a restricted log-in which does not allow internet access, use of USB sticks or printing.

Variables normally excluded from a subset of the dataset

To ensure service user and service confidentiality, several variables are not normally included in the subset of the dataset prepared for analysis. These include service allocated patient ID[[2]](#footnote-2), patient partial postcode, service ID†, service collaboration ID, team ID, practitioner ID, GP practice code, GP practice postcode and local authority.

**(ii) Request for the CORC Central Team to run specific analysis**

If the request is granted, the work package will be assigned to a member of the team and a timeframe allocated. Completed analysis requires sign off by the CORC Management Team prior to sharing. Afterwards, an appropriately anonymised version of the request will be made available to all members on the CORC website.

**Please note before submission that public dissemination of any results or material requires formal agreement from the CORC Management Team. If there are particular issues, the CORC Management Team may seek further approval from the CORC Board. Any publications should acknowledge the Child Outcomes Research Consortium (CORC) as the source of information or data.**

**Please complete the sections below in as much detail as possible**

|  |  |
| --- | --- |
| Date |  |
| Your name |  |
| Where you work or study |  |
| Who has overall responsibility for this project or request for information? |  |
| This request is for: i) permission to analyse the CORC dataset or, ii) for the Central Team to analyse the data or,iii) permission to analyse the CYP IAPT dataset | i)ii)iii) |
| Brief outline of project; please include the purpose(s) of the work, timescales and your research question(s) |  |
| Plans for analysis of data, or use of information derived from the data |  |
| Please describe the information or output(s)[[3]](#footnote-3) you wish to obtain from the analysis |  |
| How would any information or outputs be disseminated or published?(Please note that public dissemination of any results or material requires formal agreement from the CORC Management Team. Any publications should acknowledge the Child Outcomes Research Consortium (CORC) as the source of information or data) |  |

**Please complete the sections below if the request is for (i) permission to analyse the CORC dataset, or for (iii) permission to analyse the CYP IAPT dataset.**

|  |  |
| --- | --- |
| Which variables in the dataset do you wish to analyse?(For reference, variables in the CORC+ dataset are available [here](https://www.corc.uk.net/resource-hub/sending-data-to-corc/), variables in the CORC Snapshot dataset are available [here](https://www.corc.uk.net/resource-hub/sending-data-to-corc/), and variables in the CYP IAPT (2011-2015) dataset are available [here](https://www.corc.uk.net/media/1882/cyp-iapt-v41-final-12082014.xlsx)) |  |
| If you are requesting access to any variables normally excluded from a subset of the dataset prepared for analysis (see page 1), please explain why |  |
| How will you keep the ‘raw’ output from the analysis[[4]](#footnote-4) secure?e.g. password protection; storing the raw output document in a folder that is not shared with other people; deleting the raw output document after you have obtained information from it |  |

1. In this document ‘CORC dataset’ refers to either the CORC Snapshot dataset, or the CORC+ dataset. [↑](#footnote-ref-1)
2. Service allocated patient IDs and service IDs are replaced with anonymised IDs. This allows data relating to different patients and services to be differentiated, without those patients or services being identified. [↑](#footnote-ref-2)
3. ‘Information or outputs’ refers to (a) any information or documents provided by the CORC Team, if the CORC Team analyse the data, or (b) any information or documents the applicant wishes to take away from the Centre’s property, if permission is granted for the applicant to undertake the data analysis. [↑](#footnote-ref-3)
4. The ‘raw’ output from the analysis could include, for example, an SPSS output document, an R output document or a Stata output document. The raw output would generally not be disseminated or published. Any information or documents that may be disseminated or published (following agreement by the CORC Management Team) would usually consist of, or contain, a subset of information derived from the raw output. [↑](#footnote-ref-4)