

UCLA HEALTH DATA OVERSIGHT COMMITTEE APPROVAL

Revised March 19, 2023

Background

In the event that a research contract or grant requires data to be released to third parties (third party is defined as any profit or not-for-profit entity), the UCLA Health Data Oversight Committee (DOC) must review approve the release of the data. As part of the DOC's review, they will require the Chair of the Department of Medicine (DOM), Dr. E. Dale Abel, to approve the release of the data as well.

DOM Process

In order to obtain the DOM Chair's approval please follow these steps:

1. Draft an email addressed to Dr. E. Dale Abel with the following information:
 - a. Name of PI
 - b. Name of Sponsor
 - c. IRB #
 - d. Title of study, and study number
 - e. Brief overview of the study
 - f. Completed template:

We are collaborating with _____ on a study about _____. The study involves sharing _____ data with _____. We are working to obtain permission from UCLA Health's Data Oversight Committee to release data to _____. One of the committee's requirements for review is that we notify our department chair. Dr. Abel, do you support and approve our participation in this study, which will necessitate the release of _____ data for the UCLA (Division Name) patients who are a part of this study?

2. The PI **MUST** be the one who sends the email request to Dr. Abel.
3. Dr. Abel will provide his response via email.
4. If Dr. Abel approves, the email approval can be forwarded to the requesting party.