IHP Data Warehouse Request Flowchart

**Start**

- Potential project involving MDCH data
  - MDCH staff initiated?
    - yes: MDCH project sponsor contacts IHP to discuss request:
      - QI – Stacey Duncan Jackson
      - Health Services Research – Bill Given
      - Health Policy – Dennis Paradis
    - no: Document/email detailing project and data specifications drafted collaboratively by IHP and MDCH project sponsor.

- Data only
  - Data and match
    - MDCH staff initiated?
      - yes: IHP staff pull data per specs and summarize/analyze per request.
      - no: Data pulled per authorizations
    - no: IHP/MSU initiated
      - Researcher submits Data Use Agreement outlining proposal, how project meets match criteria, deliverables, target dates, MDCH project sponsor letter(s) of support and draft budget to IHP

- Data and match
  - MDCH Responsible Party approval?
    - yes: Final project description forwarded to MDCH Responsible Party (Privacy & Security Officers, applicable MDCH Program Leadership) to authorize and approve according to BAA #2.
    - no: Revision?
      - yes: Researcher submits Data Use Agreement outlining proposal, how project meets match criteria, deliverables, target dates, MDCH project sponsor letter(s) of support and draft budget to IHP
      - no: Data pulled per authorizations

- Revision?
  - yes: Researcher submits MSU IRB application if required
  - no: MDCH Responsible Party approval?
    - yes: Final project description forwarded to MDCH Responsible Party (Privacy & Security Officers, applicable MDCH Program Leadership) to authorize and approve according to BAA #2.
    - no: Data pulled per authorizations

- MDCH Responsible Party approval?
  - yes: Researcher submits MDCH IRB application (DCH 1277) if required
  - no: Revision?
    - yes: Researcher submits MSU IRB application if required
    - no: Data pulled per authorizations

- Proposal and budget submitted to depts/collages/ MSU CGA
  - no: Researcher submits all processed proposal and IRB correspondence to IHP
  - yes: Summary report delivered to MDCH project sponsor.

- IHP/MSU initiated
  - IHP submits all IRB correspondence to MDCH
  - IHP submits all proposal and IRB correspondence to MDCH
  - Data pulled per authorizations

- Stop