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**Steering committee:**

Professor David Celermajer

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Professor Greg Scalia

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Dr Majo Joseph

Dr Marcus Ilton

Professor Eli Gabbay

Professor Simon Stewart

Professor Jim Codde

Policy for Research Projects

The National Echo Database Australia (NEDA) encourages research, and indeed is designed for this purpose. However, to safeguard the data as well as protecting the identity of individual echo laboratories and regional health providers, it is necessary to have some limitations on how NEDA data is analysed.

This policy has been reviewed and endorsed by the NEDA steering committee in July 2019.

1. Each NEDA project must be authorised by the Steering Committee.

- a. Project proposals must be submitted using the NEDA Research Request Form.
- b. Each Research Request is considered by the Research subcommittee, and Authority to Proceed is provided by the Steering Committee.
- c. The purpose of the review is to confirm the Research Request is within the scope of NEDA, to consider any financial impact on NEDA, and to avoid substantially similar requests for data analysis being provided to differing research groups.
- d. The committee will keep all applications confidential and agrees not disclose Research Requests to any outside party, nor undertake any similar research themselves unless already authorised by the Steering Committee.
- e. The committee shall review all proposals without prejudice on the grounds of improving the quality of patient outcomes and understanding of Echocardiography.
- f. The committee shall approve projects within six weeks of receipt of a fully compliant complete application. If the project is rejected, a nominated committee member will respond in writing to the applicant outlining the reason(s) for rejection.
- g. Where the use of data is not in accordance with the current ethics Committee approval, the researcher (applicant) wishing to use the data will be required to submit and obtain ethics Committee approval at their local ethics Committee. Evidence of that approval must be provided to the NEDA Steering Committee. Access to and use of data will not be possible until evidence of approval is on file with the NEDA Steering Committee.

- h. If a NEDA statistician and/or epidemiologist is required to provide the necessary data output, a quote will be provided and must be accepted prior to analysis taking place.

2. Once a Research Request is authorised, NEDA data access is dependent on project

- a. If a Research Request is approved, degree of data access is dependent on the project. In general, only outputs of data analysis will be given rather than raw data, unless raw data is specifically required for the project. The degree of data access is at the discretion of the Steering Committee or nominated subcommittee.
- b. It will not be possible to identify individual laboratories or health regions based on the data provided, unless the purpose of the Research Request is to compare the laboratory making the request with the overall NEDA data set. It is not intended that NEDA will be used to compare individual laboratories.
- c. Each contributing centre must comply with the current HREC approval and submitted protocol. If the nature of the application requires further ethical review or other database linkage, the Investigators within that Research Request are responsible for providing and funding that linkage, within the ethical boundaries of NEDA.
- d. If specific fields are to be extracted with raw data provided, the applicant is responsible for requesting which fields are required.
- e. All data will be extracted into a format suitable for importing to SPSS unless otherwise specified.
- f. All data analysis and subsequent drafting of the manuscript is the responsibility of the applicant, subject to the NEDA Rules for Authorship. The list of investigators in the Research Request should also reflect the Rules for Authorship. Each investigator must authorise their involvement prior to the Research Request submission.

3. Authorship guidelines

All authorship guidance is provided in NEDA Rules for Authorship (available at www.neda.net.au, or email admin@neda.net.au to request a copy)