



# LONG ISLAND UNIVERSITY

## GUIDANCE ON DATA MANAGEMENT FOR RESEARCH POLICY

### PURPOSE

The purpose of this policy is to establish guidelines for data management in research.

### STATEMENT OF POLICY

Maintaining human subject data securely with the appropriate level of confidentiality or de-identification is a key factor in ensuring a low risk threshold for the participants, the researchers, and the university. As such, principal investigators and their study teams are required to outline the data management and security procedures in the IRB application. (See the University's "Collection, Management & Security of Research Information Policy" for more information and a classification of data security levels. Each level of security correlates to the sensitivity and confidentiality of the collected data.)

Resources available to LIU researchers are indicated in the table below. The Institutional Review Board (IRB) recommends that research teams consistently follow these recommendations as they correlate to the level of data security being utilized for the project. Researchers who choose to use other resources must ensure they meet the required security standards, and documentation of this must be provided in the protocol application. Further information about using external services is provided below.

### PROCEDURES

See *Guidance on Data Management for Research Procedures*.

**POLICY TYPE:** ACADEMIC AFFAIRS