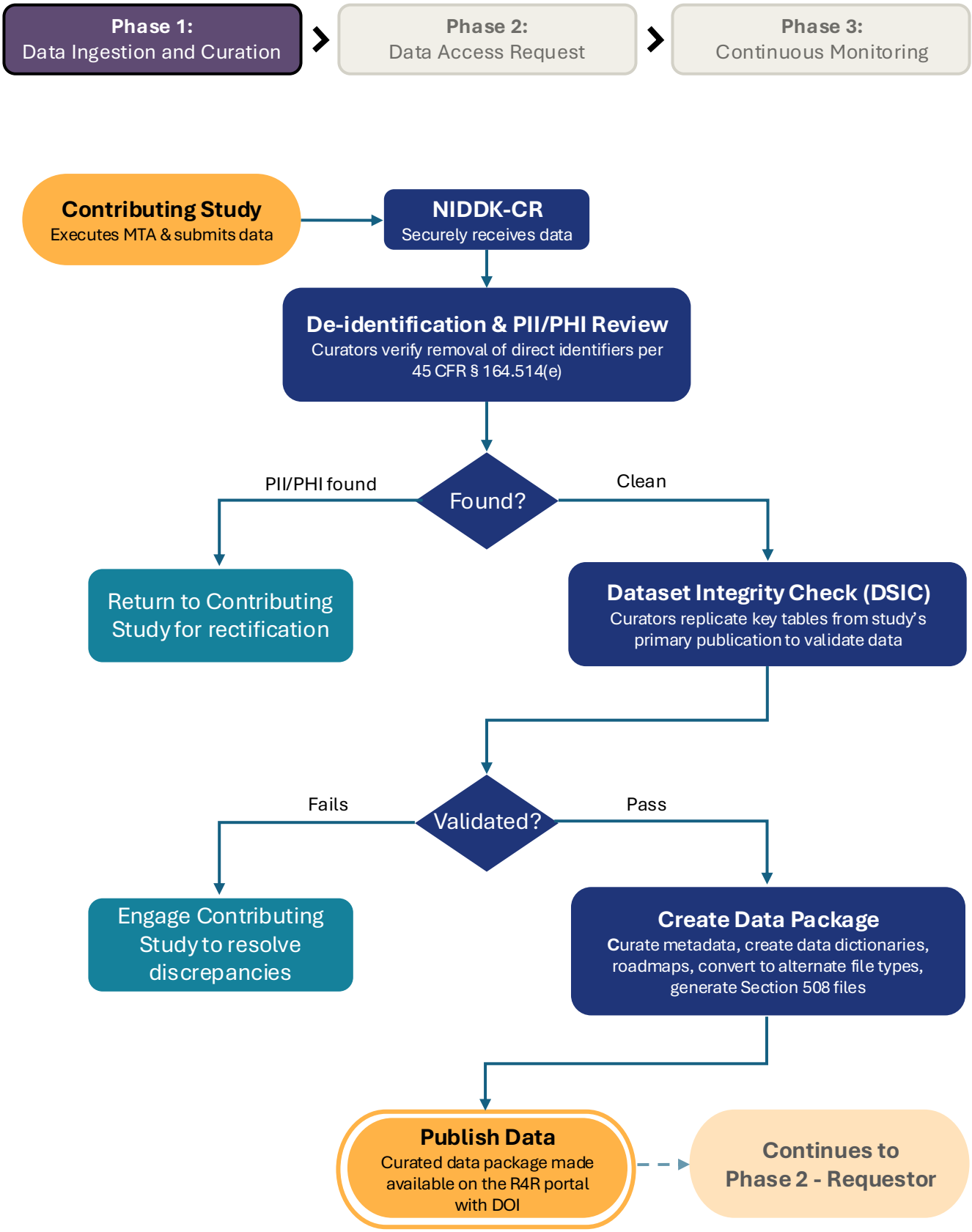
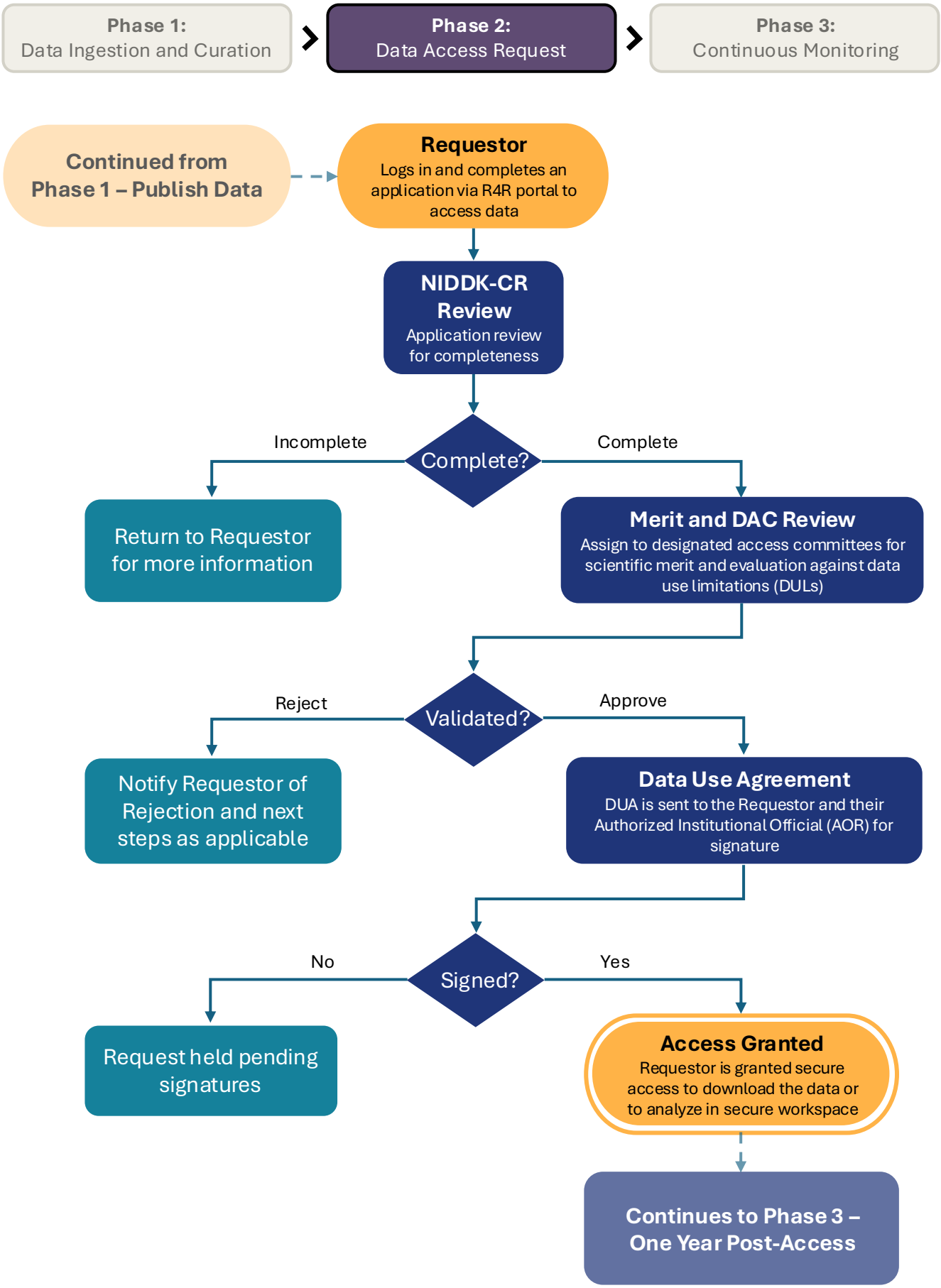
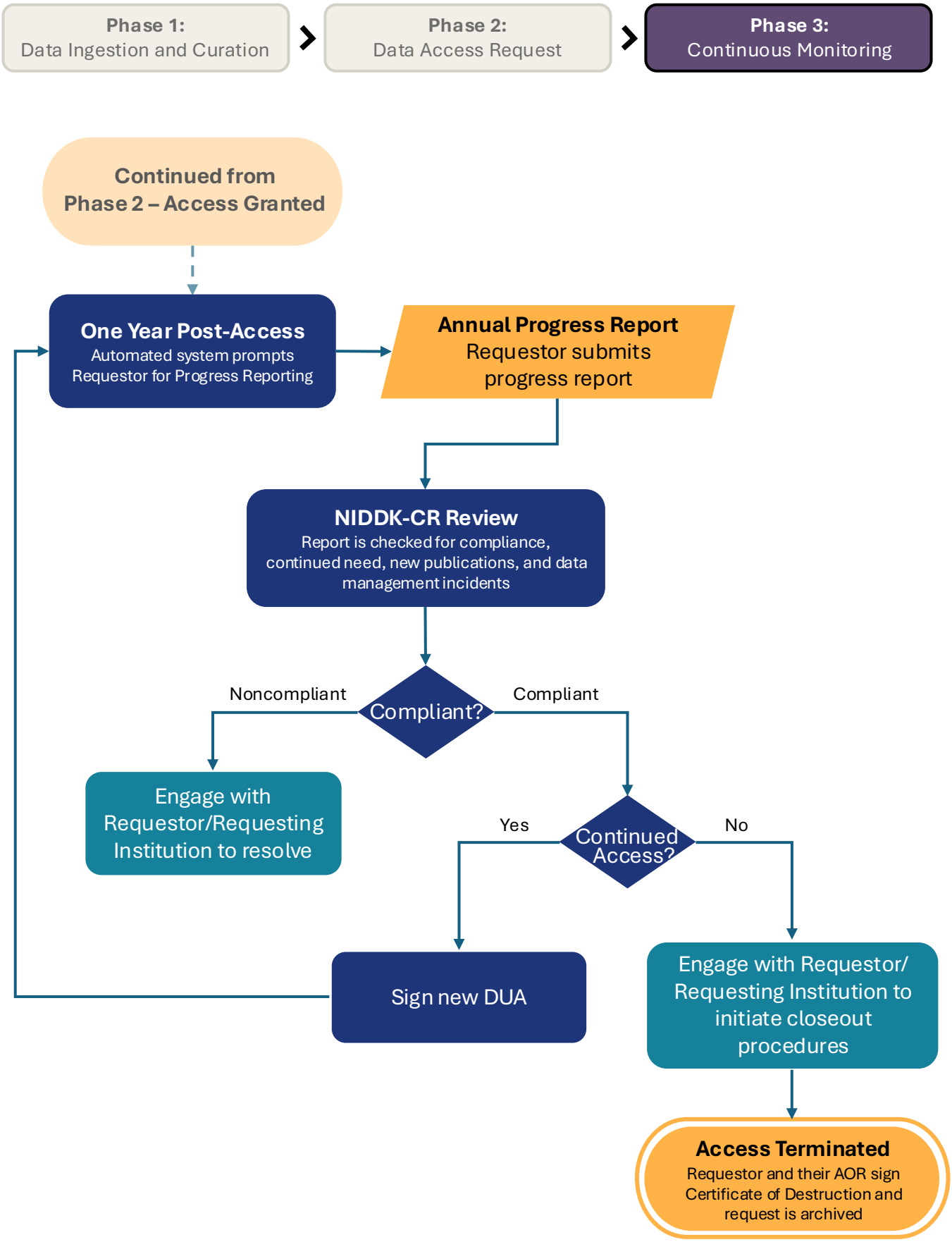

Phase 1:
Data Ingestion and Curation
Phase 2:
Data Access Request
Phase 3:
Continuous Monitoring
Contributing Study
Executes MTA & submits data
NIDDK-CR
Securely receives data
De-identification & PII/PHI Review
Curators verify removal of direct identifiers per 45 CFR § 164.514(e)
Found?
PII/PHI found
Clean
Return to Contributing Study for rectification
Dataset Integrity Check (DSIC)
Curators replicate key tables from study's primary publication to validate data
Validated?
Fails
Pass
Engage Contributing Study to resolve discrepancies
Create Data Package
Curate metadata, create data dictionaries, roadmaps, convert to alternate file types, generate Section 508 files
Publish Data
Curated data package made available on the R4R portal with DOI
Continues to Phase 2 - Requestor


Phase 1:
Data Ingestion and Curation
Phase 2:
Data Access Request
Phase 3:
Continuous Monitoring
Continued from Phase 1 – Publish Data
Requestor
Logs in and completes an application via R4R portal to access data
NIDDK-CR Review
Application review for completeness
Complete?
Incomplete
Complete
Return to Requestor for more information
Merit and DAC Review
Assign to designated access committees for scientific merit and evaluation against data use limitations (DULs)
Validated?
Reject
Approve
Notify Requestor of Rejection and next steps as applicable
Data Use Agreement
DUA is sent to the Requestor and their Authorized Institutional Official (AOR) for signature
Signed?
No
Yes
Request held pending signatures
Access Granted
Requestor is granted secure access to download the data or to analyze in secure workspace
Continues to Phase 3 – One Year Post-Access


Phase 1:
Data Ingestion and Curation
Phase 2:
Data Access Request
Phase 3:
Continuous Monitoring
Continued from
Phase 2 – Access Granted
One Year Post-Access
Automated system prompts
Requestor for Progress Reporting
Annual Progress Report
Requestor submits
progress report
NIDDK-CR Review
Report is checked for compliance,
continued need, new publications, and data
management incidents
Compliant?
Noncompliant
Compliant
Engage with
Requestor/Requesting
Institution to resolve
Continued
Access?
Yes
No
Sign new DUA
Engage with Requestor/
Requesting Institution to
initiate closeout
procedures
Access Terminated
Requestor and their AOR sign
Certificate of Destruction and
request is archived