

DATA SHARING AGREEMENTS (DSA): HDRN CANADA CHECKLIST

Definition: A Data Sharing Agreement (DSA) is a legal contract signed between a body sharing a data set and the trusted research environment or steward receiving the data. Such an agreement will provide a description of the data that will be shared as well as outline the terms and conditions of how the data must be stored, accessed, used and disclosed while it is in care of the data steward.



Réseau de recherche sur les données de santé du Canada  
Health Data Research Network Canada

| DSA REQUIREMENTS                               | AB                                                     | BC                                                         | MB                                                               | NB                                                                     | NL                                                                                              | NS                                                                                            | ON                                                                 | PEI                                                             | QC                                                           | SK                                                                              | YK                                                                                               | FEDERAL                                                                                  |
|------------------------------------------------|--------------------------------------------------------|------------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------|-----------------------------------------------------------------|--------------------------------------------------------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| HDRN CANADA PARTNER                            | Alberta Health Services (AHS)                          | Population Data BC (PopData)                               | Manitoba Centre for Health Policy (MCHP)                         | DataNB                                                                 | Newfoundland and Labrador (NL) Health Services (NLHS - Digital Health)                          | Health Data Nova Scotia (HDNS)                                                                | Institute for Clinical Evaluative Sciences (ICES)                  | Secure Island Data Repository (SIDR)                            | Institut de la statistique du Québec (ISQ)                   | Saskatchewan Health Authority (SHA) and Health Research Data Platform (HRDP-SK) | Department of Health & Social Services (DHSS)                                                    | Statistics Canada (StatCan)                                                              |
| LEGISLATION                                    | Health Information Act                                 | BC Freedom of Information & Protection of Privacy Act      | The Personal Health Information Act 1997, C.C.S.M. c. P33.5      | Personal Health Information Privacy and Access Act, SNB 2009, c P-7.05 | Personal Health Information Act and the Access to Information & Protection of Privacy Act       | NS Personal Health Information Act and the Freedom of Information & Protection of Privacy Act | Health Information Act 2014 c.31 R.S.P.E.I. 1988, H-1.41           | Health Information Act 2014 c.31 R.S.P.E.I. 1988, H-1.41        | Loi sur l'Institut de la statistique du Québec               | Health Information Protection Act (HIPA), 1999                                  | Health Information Privacy & Management Act and the Access to Information & Privacy Act          | Statistics Act, R.S.C., 1985, c. S-19                                                    |
| REGULATORY REQUIREMENTS                        | HIA s. 66 Information Management Agreement             | FIPPA ss. 26(c), 33(3)(h)                                  | PHIA Section 14(2, subsection (C.1) and Section 24               | PHIPAA 43.1                                                            | PHIA 22                                                                                         | PHIA SNS 2010, c 41 and FIPPA SNS 1993, c5                                                    | *Contact for More Information                                      | HIA Sections 23(13), 30 and 32                                  |                                                              | Part IV, Section 29 Use and disclosure for research                             | HIPMA s.68 & s.69 Health Information General Regulations (HIGR) s.26 ATIPP s.25(xiii), & s.26    | Section 12 of the Statistics Act: Sharing of Information (12; 1-3)                       |
| SIGNING AUTHORITY                              | Dependent on situation                                 | UBC, University Industry Liaison Office (UILO)             | University of Manitoba, VP of Administration                     | University of NB, VP of Research - Office of Research Services         | NLHS - Digital Health Vice President and Chief Information Officer                              | Dalhousie University, VP of Research & Innovation                                             | ICES, Chief Privacy & Legal Officer                                | University of PEI, VP of Research - Office of Research Services | Statisticien en chef (ISQ)                                   | Data Trustees, Dependent on Request                                             | *Dependent on Request                                                                            | StatCan, Chief Statistician of Canada                                                    |
| CONTACT EMAIL                                  | <a href="mailto:spor.data@ahs.ca">spor.data@ahs.ca</a> | <a href="mailto:info@popdata.bc.ca">info@popdata.bc.ca</a> | <a href="mailto:info@cpe.umanitoba.ca">info@cpe.umanitoba.ca</a> | <a href="mailto:privacy.datanb@unb.ca">privacy.datanb@unb.ca</a>       | <a href="mailto:InfoRequests@nlchi.nl.ca">InfoRequests@nlchi.nl.ca</a>                          | <a href="mailto:hdns@dal.ca">hdns@dal.ca</a>                                                  | <a href="mailto:datasharing@ices.on.ca">datasharing@ices.on.ca</a> | <a href="mailto:sidr@upei.ca">sidr@upei.ca</a>                  | <a href="mailto:sad@stat.gouv.qc.ca">sad@stat.gouv.qc.ca</a> | <a href="mailto:hrdp-sk@hqc.sk.ca">hrdp-sk@hqc.sk.ca</a>                        | <a href="mailto:mleach@yukonu.ca">mleach@yukonu.ca</a>                                           | <a href="mailto:Anil.Arora@statcan.gc.ca">Anil.Arora@statcan.gc.ca</a>                   |
| VARIABLE LIST REQUIRED FOR AGREEMENT           | ✓                                                      | ✓                                                          | ✗                                                                | ✓                                                                      | ✓                                                                                               | ✓                                                                                             | ✗                                                                  | ✓                                                               | ✓                                                            | ✓                                                                               | ✓                                                                                                | *Survey List Only                                                                        |
| SEPARATE CROSSWALK AGREEMENT REQUIRED          | ✗                                                      | ✗                                                          | ✓                                                                | ✓                                                                      | ✓                                                                                               | ✓                                                                                             | ✗                                                                  | ✓                                                               | ✗                                                            | ✗                                                                               | ✓                                                                                                | ✓                                                                                        |
| MASTER DATA SHARING OPTIONS AVAILABLE          | *TBD                                                   | ✓                                                          | ✓                                                                | ✓                                                                      | ✓                                                                                               | ✓                                                                                             | ✓                                                                  | ✓                                                               |                                                              | ✓                                                                               | ✗                                                                                                | ✓                                                                                        |
| INDIVIDUAL DISCLOSURE SCHEDULE REQUIRED        | ✓                                                      | ✓                                                          | ✗                                                                | ✓                                                                      | *TBD                                                                                            | ✓                                                                                             | ✓                                                                  | ✓                                                               | ✗                                                            | ✗                                                                               | ✓                                                                                                | ✓                                                                                        |
| PIA REQUIREMENT                                | ✓                                                      | ✗                                                          | ✗                                                                | ✓                                                                      | ✗                                                                                               | ✗                                                                                             | ✓                                                                  | *Circumstantial                                                 | Internal process                                             | ✗                                                                               | *Circumstantial                                                                                  | *See Generic Privacy Impact Assessment for Statistics Canada's Statistical Programs      |
| DATA FLOW DIAGRAM REQUIRED                     | ✓                                                      | ✗                                                          | ✗                                                                | ✗                                                                      | ✗                                                                                               | ✓                                                                                             | ✗                                                                  | ✗                                                               | ✗                                                            | ✗                                                                               | ✓                                                                                                | ✗                                                                                        |
| DATA TRANSFER PROCESS: ONLINE or SECURE DEVICE | Secure Device                                          | Online                                                     | Online + Secure                                                  | Secure Device                                                          | Online + Secure                                                                                 | Online                                                                                        | Online                                                             | Secure Device                                                   | Online                                                       | Online + Secure                                                                 | Secure Device                                                                                    | Secure Device                                                                            |
| OTHER REQUIRED DOCUMENTS                       | Meta Data / Data Dictionaries                          | N/A                                                        | Data Dictionaries & Code Books                                   | Data Dictionaries & Code Books                                         | Data Extraction Forms (SoW), Budget Estimate, Approval Letter, Variable List & Letter of Ethics | Data Dictionaries & Code Books                                                                | N/A                                                                | Data Dictionaries & Code Books                                  | Local REB, protocol                                          | SK/HIPA Approved Research Ethics Board Review                                   | Ethics Review in Accordance with s.68(1)(a), and any Necessary Information to Satisfy s.68(2)(a) | Letter of Intent / Official Request from the Receiving Organization to Statistics Canada |
| OTHER REQUIREMENTS NOT LISTED                  | N/A                                                    | N/A                                                        | Researcher Agreement to Use Data                                 | N/A                                                                    | N/A                                                                                             | N/A                                                                                           | N/A                                                                | N/A                                                             | N/A                                                          | May Require SK Research Collaboration / Agreement                               | Researchers Entering the Territory require a Scientist and Explorers License                     | All Terms & Conditions are Stipulated in StatCans Data-Sharing Agreement Template.       |