

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 PARTNER	Alberta Health Services (AHS)	Population Data BC (PopData)	Manitoba Centre for Health Policy (MCHP)	New Brunswick Institute for Research Data & Training (NB-IRDTr)	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	spor.data@ahs.ca	info@popdata.bc.ca	info@cpe.umanitoba.ca	nb-irdttransfer@unb.ca	InfoRequests@nlchi.nl.ca	hdns@dal.ca	datasharing@ices.on.ca	sidr@upei.ca	sad@stat.gouv.qc.ca	hrdp-sk@hqc.sk.ca	mleach@yukonu.ca	Anil.Arora@statcan.gc.ca
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.