Australian and New Zealand Audits of Surgical Mortality

# DATA REQUEST SUBMISSION FORM

The Australian and New Zealand Audits of Surgical Mortality (ANZASM) will consider requests for data for publications and presentations. ANZASM is a declared Quality Assurance Activity and is required to work within specific requirements of the declaration. ANZASM must protect the confidentiality of the information it receives, to respect the privacy and sensitivity of those to whom it relates and maintain high-level data security procedures. Only de-identified data can be released.

## 1. Submission process

- Contact your relevant Project Manager, who will discuss your research project and guide you through the application process;

  **National ANZASM data**
  wendy.babidge@surgeons.org, (08) 8219 0925

  **Australian Capital Territory Audit of Surgical Mortality (ACTASM)**
  actasm@surgeons.org, (02) 6285 4558

  **Collaborative Hospitals Audit of Surgical Mortality (CHASM)***
  maree.bellamy@health.nsw.gov.au, (02) 9269 5552

  **Northern Territory Audit of Surgical Mortality (NTASM)**
  ntasm@surgeons.org, (07) 3835 8603

  **Queensland Audit of Surgical Mortality (QASM)**
  qasm@surgeons.org, (07) 3835 8603

  **South Australian Audit of Surgical Mortality (SAASM)**
  saasm@surgeons.org, (08) 8219 0900

  **Tasmanian Audit of Surgical Mortality (TASM)**
  tasm@surgeons.org, (03) 6223 8848

  **Victorian Audit of Surgical Mortality (VASM)**
  vasm@surgeons.org, (03) 9249 1128

  **Western Australian Audit of Surgical Mortality (WAASM)**
  waasm@surgeons.org, (08) 6389 8650

  * The New South Wales based audit of surgical mortality is managed under the auspices of the Clinical Excellence Commission (CEC) of NSW.

- Complete this data request submission form and include
  - Reasons why the analyses are required.
  - The data fields as agreed with the Project Manager.
- Once agreed upon, send the completed submission form to the relevant Project Manager, who will progress the form internally for approval.

## 2. Approval process

- Requests require approval by the audit data-request subcommittee on behalf of the ANZASM Steering Committee.
- Once approved, requests will be prioritised and work will proceed according to the priority list.
- You will receive approval for the submission and the data in a Excel Spreadsheet, or an email outlining the reasons for why the request was not approved.

## 3. Conducting the research project

- Once released, the data must not be distributed beyond those explicitly stated to conducting the analysis.
- It is expected that publications and/or presentations are progressed from the data released within one year, with a final deadline of two years.
- All data provided must be destroyed/returned to the audit of surgical mortality office at the end of the research project or when the publication has been accepted. If returned, this will be stored as per the RACS records management policy.
- Note that the publication and/or presentation must be approved by the RACS Director of Research Audit and Academic Surgery prior to their submission/presentation. This will be facilitated by the Project Manager. Presentations must carry the appropriate ANZASM acknowledgement.

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|---|---|
| **Name of principal requester (for Trainees their Supervisor is the principal requestor)*** | |
| **Name all researchers contributing to the project** | |
| **Contact person** | |
| **Telephone** | |
| **Fax** | |
| **Email** | |

**Requesting committee/organisation**

       Public enquiry:

       Commercial entity (eg. pharmaceutical company):

       Non-governmental organisation:

       Hospital:

       University:

       Federal Government:

       State Government:

       College Fellow:

       Trainee or student:

       Other, please specify:

| | |
|---|---|
| **Organisation** | |
| **Branch/Division** | |
| **Postal address** | |
| **Date of request** | |
| **When is the data required by?** | |
| **Signature of requestor and date** | |

*Medical students must be supervised by RACS staff or an audit Clinical Director

**1) What is the question you are asking?**
**Research proposal (maximum or up to 1 page)**
This Description should be in the form of an Extended Abstract. It should include at a minimum: *Background, Objectives, Methods/Analysis, and References sections.*

Please note that data requests may incur a cost, particularly if complex to extract the data.
An estimate of cost will be provided before work commences.

**2)      Please provide any other information that may be used to support this application.**

**3) Please provide a list of the data fields to be requested**