



COVID-19 IMMUNITY TASK FORCE

A Brief Guide to Sharing Metadata, Data, and Results with the CITF

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Overview

Wherever ethically and legally possible, CITF-supported projects are expected to share three types of research products with the CITF: 1) metadata, 2) results, and 3) individual-level data. This guide highlights practical aspects of sharing those research products. More details and resources are listed on the [Tools and Information for Researchers webpage](#).

1. Metadata

“Metadata” refers to a precise description of your study and the variables collected for your study; it does NOT include the actual “data” such as participants’ responses. On behalf of the CITF, the Maelstrom Research Group will contact you to obtain metadata about your study for inclusion in the CITF catalogue of studies (<https://www.maelstrom-research.org/network/citf>). The purpose of the catalogue is to allow other researchers to discover your study, enhancing the utility and transparency of CITF-supported research. Adding CITF studies to the Maelstrom Catalogue will optimize usage of the information collected and leverage future collaborations between CITF partner studies.

2. Results

“Results” refer to insights, reports, and data tables that the CITF uses to inform mandated knowledge translation and briefings to decision makers. More precisely, a major focus of the CITF is modelling population seroprevalence in Canada. Results of particular interest are initial seropositivity estimates, ideally stratified by age group, sex, and province or region—for the general population and special populations (“Hotspots”). These results tables should pose little or no risk of re-identification of the study participants. Therefore, we urge you to share them with the CITF as quickly as possible, even if you have not yet established a Data Sharing Agreement with the CITF. All results shared in this manner will be used only for policy briefings and CITF modelling; they will not be released publicly.

3. Data

“Data” refers to the individual-level records (rows) for a standardized subset of your study variables (columns)—the Core Data Elements (CDE), a CITF-defined list of survey and lab variables. There are two major steps to *prepare* for sharing these data: Establishing a Data Sharing Agreement with the CITF and preparing CDE datasets (survey responses and serology results). These steps can be conducted in parallel.

You should have received from the CITF Secretariat the Data Sharing Agreement, which proposes terms for sharing data with the CITF. Please have your organization review this agreement and let us know if it is acceptable or if you would like to propose any modifications.

Once the data sharing agreement is in place, we will provide you with information about uploading your CDE dataset with the to the CITF data platform.

Before uploading your data, the CITF Data management team will verify that the Data Sharing Agreement and data upload checklist are complete.

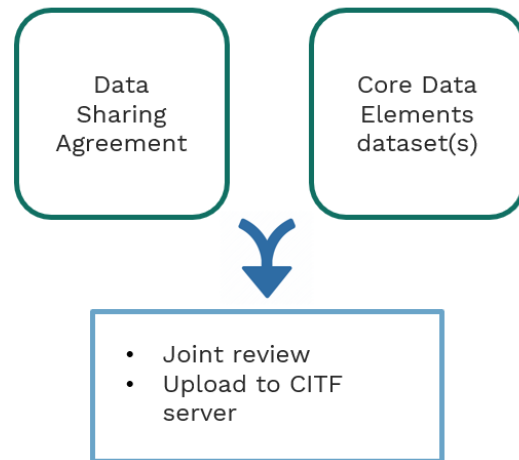


Figure 1. Data sharing process.