

# Data management plan

## Project overview

Plan reference number	rdmp_00594
Project title	Attention deficit hyperactivity disorder, developmental coordination disorder and the cognitive orientation to daily occupational performance approach: Is there a role for diagnostic profiling and treatment to improve mental health outcomes?
Project Description	People with attention deficit hyperactivity disorder (ADHD) may also have developmental coordination disorder (DCD), which is not always recognised. Individuals with combined ADHD and DCD have increased likelihood of developing anxiety and depression. Evidence detailing early identification and treatment is limited. This project aims to characterise a screening pathway for children with ADHD to diagnose DCD. It will use an established DCD treatment The cognitive orientation to daily occupational performance (CO-OP) approach, to see if the mental health of those with both ADHD and DCD improves. There will be two linked studies, with children identified with DCD in the first study (Study A) invited to participate in the second (Study B).
Project Type	Higher degree by research project
Is this research externally funded?	No
Grants	<i>Not provided</i>
FOR Codes	119999 - Medical and Health Sciences not elsewhere classified
Start date	2018-07-30
End date	2019-06-30

## Personnel

Contributor	Email	Role
Leeanne Carey	L.Carey@latrobe.edu.au	Chief Investigator
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Will you be working with external collaborators (non-La Trobe University)? No

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## Data Overview

**In your Research project, will you be:** generating data

**How will you generate the data?** Data collection will occur from specified measurement tools administered in the same way to participants at the onsite research facility.

**During your project, how will you provide access to the data to others outside La Trobe who require it for collaboration, commercial, contractual or other reasons?**

External access to data is limited to the following two exceptions: 1. An identifiable summary of assessment results from Study A will be made available to external Paediatrician's to assist with the DCD diagnostic decision making. This will be made available with participant consent. No further access to data is granted after this point. 2. An additional researcher will be employed in Study B to assist with blind ratings for video data collected. Access to view video's will be granted via a password protected computer storage system, with viewing location at the onsite research facility.

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## Data Storage

**Where will the data be stored?** On password protected workplace computers, in a locked filing cabinet in a locked office, within an alarmed building of the onsite research facility. La Trobe University secure server will also be used for storage of digital data collected.

**Will you store any research data on personal equipment?** No

**Will you require storage for physical research data and primary research materials?** Yes

**Where will the physical research data and primary materials be stored?** At the onsite research facility - the offices of Invermay Allied Health, 197 Invermay Rd, Invermay Tasmania Launceston 7248, Australia.

**How will the security of your research data be ensured?**

- Use of Research Data File Storage
- Codes and data kept separately
- Lockable filing cabinets
- Locked room
- Digital password protection
- Other: please describe:

Alarmed building

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## Sensitive Data

**Are you working with sensitive or identifiable data?** Yes

- Information about children

**What extra security measures will you take to protect your sensitive research data?** This measures previously mentioned will be used plus all research data will be stored separately to patient records, securely coded to be de-identified, with codes kept in a separate locked box stored within a 2nd locked filing cabinet. Keyed access will be by the postgraduate investigator only. Additionally, any digital video footage will be taken on a fingerprint-access protected mobile phone camera and uploaded immediately onto La Trobe University secure server.

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## Post Project

**How long will you retain your research data after the project concludes?** 7 years

**How will the data be organised after the project concludes?** All physical data will be archived in a locked filing cabinet at the Invermay Allied Health site. All digital data will be organised into one folder and stored with password protection on postgraduate investigators work computer and La Trobe University secure server.

**Where will the data be stored?** Locked filing cabinets, password protected device and La Trobe University secure server.

**If it is necessary to destroy your data, how will the data be destroyed?** Data will be destroyed by deleting files from the computer and all paper-based data will be shredded.

**Will a metadata record be created to describe the research data?** Yes

**How will a clear and accurate metadata record be created to aid discovery and retrieval?** Using either CloudStor or OneDrive.

**Where will the metadata record be published?** Other

At Invermay Allied Health, Launceston Australia.

**Will there be physical research data and primary materials to be archived at the end of the project?**

Yes

**Where will the physical research data and primary materials be archived?** At Invermay Allied Health, Launceston Australia.

**Can the research data be shared with other researchers once the project is complete?** No access (the research data and/or metadata cannot be shared).