

MVDC Policy #4

Confidentiality in the Management, Analysis and Reporting of Research Data

All research data produced or generated and analyses created by MVDC are the intellectual property of MVDC or of a Sponsor that provides data and/or the funding for the research activity to generate such data and shall have sole access rights to the data and to reports analyzing, interpreting and summarizing such data.

MVDC's researchers may from time to time prepare and release research, program evaluation, or statistical reports. But such reports shall be released to the public if and only if the researchers or their Sponsors affirm that the reports are final products and are intended for public distribution. A decision to release any MVDC research report shall be subject to the approval of the Board of Trustees and with ultimate approval required by the Sponsor of the research project. Furthermore, adherence to proper scientific procedure requires that, unless and until data has been reviewed by a scientifically credentialed expert, determined to be in sufficient numbers for analysis, processed to be "cleaned" and catalogued, subsequently analyzed (and the analysis peer-reviewed when deemed necessary) and formally submitted to the research Sponsor, such data and its resultant reports may not be released to any party except to that same Sponsor.

All research data collected by or provided to MVDC for review, evaluation and statistical reports are not intended for public distribution and shall be labeled "FOR INTERNAL USE ONLY," and shall not be distributed outside of MVDC unless approved by the Board of Trustees.

All MVDC research data are to be stored electronically in a secured location under the supervision of the MVDC's lead researcher and a designated member of the Board of Trustees.