

Data and Resource Sharing Checklist

Background

All NIH Collaboratory Trials will be expected to review this checklist as part of the onboarding process so they understand what will be expected. They will complete the checklist at closeout.

As part of the NIH Pragmatic Trials Collaboratory’s commitment to sharing, all of its trials are expected to share data and resources, such as protocols, phenotypes, videos, training materials, consent documents, and recruitment materials. We recommend that elements of a final data sharing package include the items listed in the checklist below. If an element will not be included in the data sharing package, please provide a brief explanation for the omission. Resources can be housed in the [NIH Collaboratory Knowledge Repository \(KR\)](#), on a repository (eg, GitHub), or on a study website. We will link to the materials from the Living Textbook on each trial’s webpage and through a separate Data and Resource Sharing section. To request posting of materials to the KR, contact nih-collaboratory@dm.duke.edu.

Note: There will **not** be a dedicated space on the NIH Collaboratory website for posting analytic datasets; rather, we will post a hyperlink to the data sharing repository chosen by each trial. In the Data Sharing Information Document, the EHR Core provides a partial list of existing data sharing platforms. The accompanying Data Sharing Information Document also contains information on data sharing requirements for the NIH Pragmatic Trials Collaboratory, NIH, and medical journals; information on data sharing mechanisms and platforms; and examples from NIH Collaboratory Trials.

Data and Resource Sharing Checklist for Plan Development – Part 1

Data and Resource Sharing Checklist
1. Trial information
Trial name and acronym: Advance Care Planning: Promoting Effective and Aligned Communication in the Elderly/ ACP PEACE
Checklist completed by: Julie Goldman
Date: June 20, 2025
Link to ClinicalTrials.gov registration: https://clinicaltrials.gov/study/NCT03609177
Link to trial website: NA

Data and Resource Sharing Checklist for Plan Development – Part 2

Data and Resource Sharing Checklist		
2. Resource location		
Item	Provide hyperlink or indicate if item will be stored in the KR	If item will not be shared, please provide a brief explanation for the omission
Publications/Dissemination		
Link to protocol paper	https://pubmed.ncbi.nlm.nih.gov/32665394/	
Link to main outcome paper	ACP PEACE Main Outcome Paper	
Link to other trial-related publications	https://dcricollab.dcri.duke.edu/sites/NIHKR/KR/Forms/ACP%20PEACE%20Publications.aspx	
Materials used to communicate overall trial results to participants (eg, lay summary)	We have developed a video to send to the participants.	
Study tools		
Final version of the protocol, including summary of changes	<ul style="list-style-type: none"> • Protocol • Protocol Amendments 	
Consent documents or consent process	<ul style="list-style-type: none"> • Consent Form 	
Tools for sites (eg, toolkits, checklists, instruction sheets, clinician-facing materials)	<ul style="list-style-type: none"> • Oncologist baseline questionnaire • Patient survey • Physician evaluation 	
Participant-facing materials (eg, videos, flyers, handouts)	<ul style="list-style-type: none"> • Broadcast notifications 	
Computable phenotypes for outcome measures	Please see the Outcomes paper, Table 2	Description in the manuscript
Computable phenotypes for the inclusion/exclusion criteria	Please see the Outcomes paper, Table 1	Description In the manuscript
Code for generating variables in the analytic dataset from standard sources	Please see the Outcomes paper, Table 2	Codes for the fixed and NLP data
Datasets and documentation		
Annotated data collection forms	NA	We do not have any forms, we used software to answer
Link to public use dataset	NA	We will not be providing a public data set. The health systems declined
Data dictionary (proc contents) for public use dataset	NA	We will not be providing a public data set. The health systems declined