



THE BROWN DIGITAL REPOSITORY AND DATA SHARING LANGUAGE FOR PUBLICATIONS INVOLVING HUMAN PARTICIPANTS

Data sharing guidance for all manuscripts:

Step 1: Determine what materials are appropriate to share.

- In all cases, data sharing must comply with informed consent documents and any other agreements governing data sharing, retention, access, usage, and management. Email the Research Data Team at ResearchData@brown.edu with any questions you may have.
- Sharing research data external to Brown may require a Data Use Agreement (DUA). Researchers should review the [DUA Guidance for Research](#) and submit a [DUA Request Form](#) if an outgoing DUA is required. Source Data (data coming into Brown from an external party) may also be governed by DUAs and/or other Source Data provider agreements (e.g., Non-disclosure or Confidentiality Agreements). Email dua@brown.edu with any DUA-related questions.
- Review [Brown Risk Levels](#) to determine the data's risk level and therefore who is allowed to access the data. Email CIS-datasecurity@brown.edu for further assistance in determining your data's risk level.

Step 2: Engage with the Library for support archiving your materials in the Brown Digital Repository (BDR).

- Email the BDR at bdr@brown.edu to create a record in the BDR.

Step 3: Log in and upload your materials to the BDR.

- After logging in with your Brown credentials, choose to make the materials *Public*, *Brown-access only*, or *Private* on the [BDR Request Upload Access Page](#) under “My Uploads.” Accessibility can be also be changed under “My Uploads” at a later date. You may want to change accessibility at a later for several reasons, including keeping data private until a) a journal has accepted your manuscript, or b) an embargo period has expired.
- Materials to archive include data, supplementary materials, code and software, codebooks, data dictionaries, protocols, methodologies and/or other materials necessary to reproduce your findings.

Step 4: Create a Digital Object Identifier (DOI) to include in the manuscript.

- Request a DOI on the BDR's [DOI Self-Request Page](#).

Step 5: Establish the permanent contact for accessing additional information (e.g. Principal Investigator)

- Add the corresponding author's contact information and the DOI to your citation in manuscript.

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Table 1. Guide to Data Availability.

Data Type and Brown Data Risk Level	Data Available	Data Partially or Conditionally Available	Data Unavailable
Publicly Available Data (Level 1 Risk)	BDR with Public Access	BDR with Limited Access	N/A
Deidentified Data (Level 2 Risk)	BDR with Public Access	BDR with Limited Access	Include a statement in the BDR explaining why the data are unavailable and the corresponding author's contact information.
Anonymized Data (Level 2 Risk)	BDR with Public Access	BDR with Limited Access	Include a statement in the BDR explaining why the data are unavailable and the corresponding author's contact information.
Personally Identifiably Information (PII) (Level 2 or 3 Risk)	N/A	BDR with DUA	Include a statement in the BDR explaining why the data are unavailable and the corresponding author's contact information.
Protected Health Information (PHI) (Level 3 Risk)	N/A	BDR with DUA	Include a statement in the BDR explaining why the data are unavailable and the corresponding author's contact information.

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Table 2. Suggested Journal Data Sharing Statements.

Scenario	Statement
Data Available using the BDR	<i>“The data are available at [URL]. For more information about study materials, please refer to the Brown Digital Repository [insert DOI].”</i>
Data Included with Publication (Supplementary Materials)	<i>“The data generated in this study are included in this publication and/or its supplementary materials.”</i>
Data Partially or Conditionally Available using the BDR	<p><i>“For more information about the data, please refer to the Brown Digital Repository [insert DOI].”</i></p> <p>*If the data are not made public, include a statement in the BDR explaining the reasoning. For example, indicate if a DUA will be required before data can be shared. If some of the data are not able to be made public, include a statement in the BDR explaining why those data are unavailable. Add the corresponding author’s contact information.</p>
Data Not Available using the BDR	<p><i>“[To comply with informed consent documents and/or given the sensitive nature of the research and/or for the protection of participants], the data cannot be shared. This study has been approved by the Brown University Institutional Review Board [or insert external IRB affiliation if Brown is not the IRB of record]. For more information, please refer to the Brown Digital Repository [insert DOI].”</i></p> <p>*In the BDR, include a statement explaining why the data are unavailable and the corresponding author’s contact information.</p>

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Table 3. Example Data Statements in Journals Using the Brown Digital Repository.

Journal	Statement
BMC Public Health	Availability of Data and Materials: The datasets supporting the conclusions of this article are available through the Brown Digital Repository [https://doi.org/10.26300/bwqx-ax07].
PLOS ONE	Data Availability: Simulation output and simulation analysis code are available through the Brown Digital Repository (doi: https://doi.org/10.26300/jfn8-3456). Relevant filters and queries are provided in the repository. This repository also contains the ABM model code that underlies the simulations. Researchers should note that the ABM code provided is specific to this analysis and does not reflect subsequent development and documentation.
PLOS ONE	Data Availability: Due to confidentiality concerns, we request that researchers interested in viewing a cleaned version of the patient-level dataset containing follow-up histories contact Dr. Philip Chan (pchan@lifespan.org). An aggregated clinic dataset, surveillance data, simulation output, and simulation analysis code are available through the Brown Digital Repository (doi: https://doi.org/10.7301/Z0VQ317R). Code used to estimate certain parameters relies on data from CDC WONDER (https://wonder.cdc.gov/), the National Center for HIV/AIDS, Viral Hepatitis, STD, and TB Prevention (https://www.cdc.gov/nchhstp/atlas/), and the American Community Survey (https://www.census.gov/programs-surveys/acs/). Relevant filters and queries are provided in the repository. This repository also contains the ABM model code that underlies the simulations. Researchers should note that the ABM code provided is specific to this analysis and does not reflect subsequent development and documentation.
PLOS ONE	Data Availability: The data used in this analysis came from the "HIV Speaks" study. The quantitative data are available without restriction at: https://doi.org/10.7301/Z0VT1Q1M . The qualitative data (FGDs) contain narratives and personal experiences that could identify individual patients. Due to ethical concerns of publicizing personally identifying patient information, the FGDs will be available upon request and the author can be reached at yordanos_tiruneh@brown.edu .
Alzheimer Disease & Associated Disorders	Acknowledgements: The authors have deposited specific information regarding Stata code used in the analyses in an electronic repository as a guide for investigators who obtain the requisite data use agreement for the relevant data sources and want to replicate the study (https://repository.library.brown.edu/studio/item/bdr:847518/).
Journal of the American Medical Directors Association	Analysis: Additional information about the data and methods used for these analyses can be found in the Brown University Digital Repository (https://repository-library-brown-edu.revproxy.brown.edu/studio/item/bdr:924750/)
Proceedings of the Royal Society B	Data Accessibility: The data supporting this article may be accessed from the Brown University Digital Repository: https://repository.library.brown.edu/studio/item/bdr:735090/ .