FLORIDA CANCER DATA SYSTEM
DATA LINKAGE RECORD LAYOUT

For the steps involved in a linkage project refer to the document titled "Procedures for Data Release".

At a minimum the following information is required to link records with FCDS:
First Name, Last Name, Sex and Date of Birth and/or Social Security Number.

Additional information such as Middle Initial, Alias Name, Maiden Name, Race, Street Address, City, State, Zip Code and Birthplace improve chances of successfully linking your records to FCDS and we strongly encourage you to submit these data items if available.

All Confidential data must be encrypted and mailed via overnight courier, examples FedEx, UPS, DHL, etc.

Our overnight mailing address is: FCDS, University of Miami, 1550 NW 10th Ave, Fox Bldg, Rm 410, Miami, FL 33136
Phone # : (305)243-4600

There is a lot of preparation work to be done before a linkage is performed. The fields used in the linkage must be consistent in both data sets. Therefore, your data must be in a **FIXED length ASCII file** with the following record layout and format:

Variable	Position	Length	Format
Patient ID	1-15	15	Numeric or Alphanumeric Must be a <u>unique</u> identifier Right Alignment, use leading zeros if less than 8 digits No empty spaces, or special characters like hyphens etc.
First Name	16-55	40	Alpha Left Alignment – All Uppercase Spaces, hyphens, special characters and punctuation marks not allowed
Last Name	56-95	40	Alpha – All Uppercase Left Alignment Spaces, hyphens, special characters and punctuation marks not allowed
SSN	96-104	9	Alphanumeric (only numeric characters allowed) Right Alignment, leading 0's if less than 9 digits No empty spaces, or special characters like dashes etc. Recode missing ssn's to 999999999
DOB	105-112	8	YYYYMMDD No empty spaces, or dashes or other special characters Recode missing month, day or year to 9's (ex: 1/3/97 must show as 19970103, Jan 1997 must show as 19970199)
Sex	113-113	1	Numeric *See attachment for Coding scheme*
Race	114-115	2	Alphanumeric (only Numeric characters allowed) No empty spaces, leading 0's if less than 2 digits *See attachment for Coding scheme*
Address Street	116-175	60	Alphanumeric Left Alignment - All alpha characters must be uppercase
City	176-225	50	Alpha Left Alignment - All uppercase If unknown leave blank

Variable	Position	Length	Format
State	226-227	2	Alpha USPS abbreviation for the state, territory, commonwealth, U.S. possession, or CanadaPost abbreviation Right Alignment If unknown leave blank
County	228-230	3	Alphanumeric (only numeric characters allowed) For U.S. residents, standard codes are those of the FIPS publication Use code 998 for Canadian residents If unknown leave blank
Zip Code	231-235	5	Alphanumeric (only numeric characters allowed) Right Alignment, use leading zeros if less than 5 digits For United States residents, enter either the 5-digit Zip code. For United States residents, U.S. possessions or territories and the Zip code is unknown enter 99999. For residents of countries other than the United States, U.S. possessions or territories, or Canada enter 88888. For Canadian residents, use 99999.
Maiden Name	236-275	40	Alpha Left Alignment – All Uppercase Spaces, hyphens, special characters and punctuation marks not allowed If unknown or not applicable leave blank
Middle Name	276-315	40	Alpha Left Alignment – All Uppercase Spaces, hyphens, special characters and punctuation marks not allowed If unknown leave blank
Alias Name	316-355	40	Alpha Left Alignment – All Uppercase Spaces, hyphens, special characters and punctuation marks not allowed. If unknown leave blank
Birthplace	356-358	3	Alphanumeric For coding scheme refer to Appendix B in following link. http://old.naaccr.org/filesystem/pdf/Standards_Volume_II_Version_12_Revised.pdf

The order of the variables may be changed as long as sufficient documentation is submitted.

The variable lengths and formats mentioned above are consistent with FCDS & NAACCR field standards. Any deviations in field length or variable format (except for Patient ID which is determined by the Researcher) will require extra work and will be charged accordingly (Refer to Fees and Billing Procedure in Procedure for Data Release document). It is very important to make field length match in both data sets. If field lengths are not consistent in both data sets, then the field must be truncated in one of the data sets leading to less accurate and thus fewer matches. The same applies to the variable format; they must be identical in both data sets.

There are fees associated with data linkage. Please refer to the Data Release Procedures document for the fees.

Should you have any questions please call Brad Wohler at (305)243-5527, email: bwohler@med.miami.edu.

<u>SEX</u>
Codes
1 Male
2 Female
3 Other (hermaphrodite)
4 Transsexual
9 Not stated/Unknown

<u>RACE</u>
Codes
01 White
02 Black
03 American Indian, Aleutian, or Eskimo (includes all indigenous populations of the Western hemisphere)
04 Chinese
05 Japanese
06 Filipino
07 Hawaiian
08 Korean
10 Vietnamese
11 Laotian
12 Hmong
13 Kampuchean (Cambodian)
14 Thai
15 Asian Indian or Pakistani, NOS
16 Asian Indian
17 Pakistani
20 Micronesian, NOS
21 Chamorran
22 Guamanian, NOS
25 Polynesian, NOS
26 Tahitian
27 Samoan
28 Tongan
30 Melanesian, NOS
31 Fiji Islander
32 New Guinean
96 Other Asian, including Asian, NOS and Oriental, NOS
97 Pacific Islander, NOS
98 Other
99 Unknown