Levels of approval:

➢ **(Level 1) FCDS Approval Authority:** The basic rule of thumb is that as long as the tabulation cannot either directly or indirectly identify any patient, the data may be released. In an effort to protect the indirect identification of the patient, the "rule of ten" is applied; this rule suppresses any cell containing fewer than 10 cases. Tabulated data may be released at or above the county code level with a count of 10 or greater.

➢ **(Level 2) Department of Health Approval Required:** Tabulated data for counts less than 10 or data below the county level.

Data Request Types:

1. **Stat Dataset**
    -   The *Stat Dataset* contains record level data (approximately 4 million records each) void of any personal identifiers (name, address, date of birth, social security number and census geocoded data). The data are county level case data for collapsed primary sites, with many of the demographic variables collapsed into aggregate groups, i.e. diagnosis year in groups of five, five year age groupings, race, marital status, etc.; requires a signed agreement and is free of charge. **(Level 1) FCDS Approval Authority**

2. **Tabular Data**
    -   FCDS performs the data extract and analysis of the data based on the requestor's parameters. Because each request is unique, FCDS staff will discuss the project with the requestor to verify the type of data required and determine if the system is capable of producing the required data and to determine approximately how long it will take to fill the request. Based on this information, an estimate of the cost is provided. FCDS staff may contact the requestor as needed to discuss and clarify additional details of the request. FCDS will fill data requests for statistical/tabular data once the request has been finalized and the cost has been approved. **(Level 1) FCDS Approval Authority** or **(Level 2) Department of Health Approval Required.**

3. **Ad Hoc / Patient Contact / Geo-Spatial**
    -   These files contain record level data depending on variables and years requested, this file can be VERY large (all years would be ~ 4 million records). Confidential data is classified as data that can directly identify a patient, a reporting facility or a physician. Files that contain identifiable record level data and can be used for patient ascertainment/contact studies. All requests for *data that can directly identify a patient* must be sent to the Florida Department of Health (DOH) for approval by both the DOH Bureau of Epidemiology and the DOH Institutional Review Board (IRB). **(Level 2) Department of Health Approval Required**

4. **Linkages**
    -   A data linkage project is a request that involves linking internal FCDS data to an external data set. The application process for data linkages is identical to that of Ad Hoc/Patient Contact/Geo-Spatial requests. (Please refer to the Ad Hoc/Patient Contact/ Geo-Spatial requests section.) Fields used in the linkage must be consistent in both data sets. The

researcher is required to send FCDS the data in a fixed length ASCII file with the proper record layout and format.   **(Level 2) Department of Health Approval Required**

5. **Hospital Specific**
   - ***Reporting facility data* is also considered confidential data.** Hospital data requests refer to requests for downloads for data which your facility has submitted. You must be the Facility Access Administrator in order to access this module. You will be able to select the admission year(s) you would like to have downloaded. The download file will be in the current NAACCR record layout.   **(Level 1) FCDS Approval Authority**