

# Manitoba Centre for Health Policy

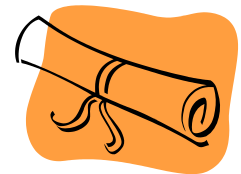
Accreditation 2023 – Shortened version

# Introduction



# MCHP Accreditation

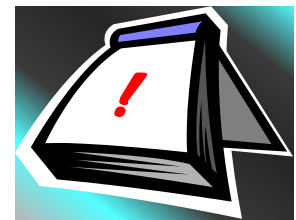
- Who
  - MCHP Staff, PIs on all research projects, people with access to MCHP computer network.
- When
  - Before or at the time of starting project or work
  - Re-certification required annually (web-based since spring 2011)
- Why
  - Common information on research & data use at MCHP



[MCHP Accreditation Home](#)

# MCHP Accreditation

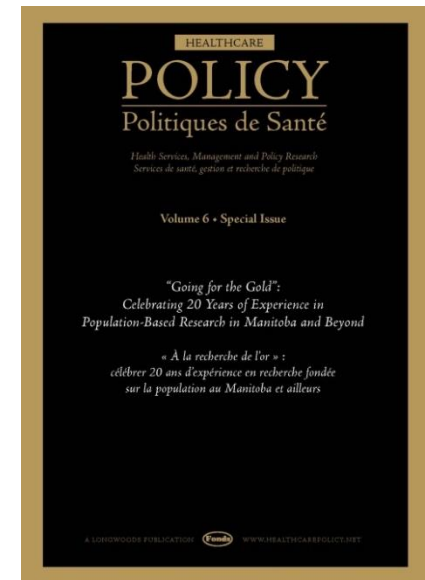
- Basic knowledge of MCHP data holdings, and location of additional information and resources;
- An understanding of the process for starting and running a research project;
- Expectations around limits on access, use, and publication of data; and
- Time and cost estimates to start and execute a project.



MCHP Accreditation Home

# U of M Research Unit

- *“MCHP is a research unit within the Department of Community Health Sciences in the Max Rady College of Medicine, Rady Faculty of Health Sciences at the University of Manitoba.”*
- *Formed in 1992 administrative data has been housed and collected representing health services data since 1970, and expanded to include Education, Social, Justice data.*
- *Supporting ~250 ongoing research projects*



MCHP Home

# Research at MCHP - Deliverables

- Deliverables
  - Several major projects annually (deliverables)
  - Knowledge translation through the Evidence to Action (E2A) Annual Workshop
  - Examples: Primary Care Projections, Methamphetamine consumption, Immigrant Health, First Nation health, Gastrointestinal Endoscopy Utilization, Transitions in Care, ICU use predictions, overlaps in Child Welfare with Justice and Education and Surgical Procedures.
  - Repository Support



Deliverables

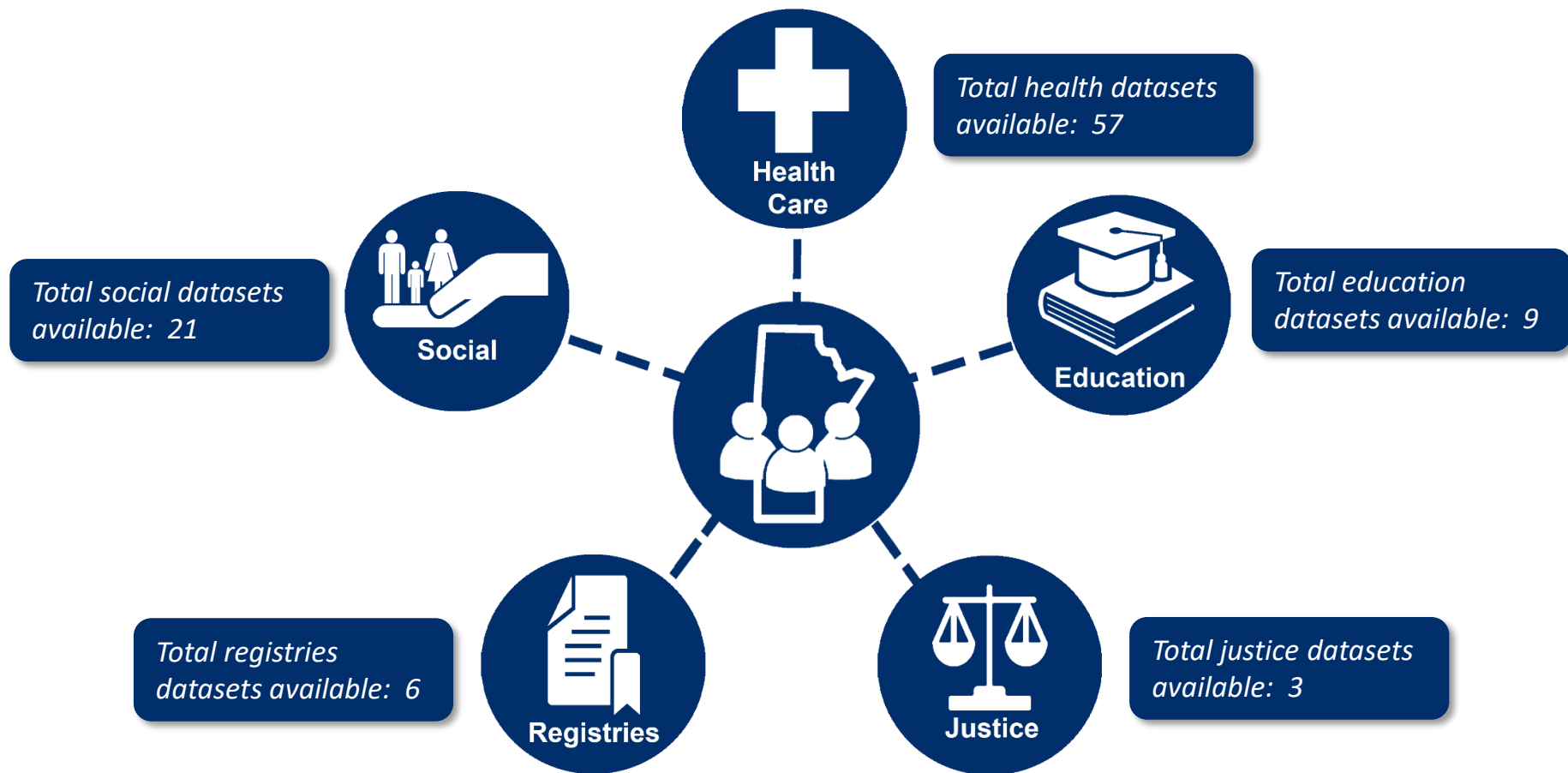
# Research at MCHP - Investigators

- Research Projects
  - Researcher driven & funded projects
  - Cost recovery – not for profit
  - Possible topics include: COVID-19 modeling and outcomes, prescription medication or antibiotic use, cardiac surgery follow-up, IBD, ICU recovery, educational achievement, child welfare involvement, justice system involvement and overlaps, mental health, program evaluation, First Nation and Metis, validation studies, maternal and child health, osteoporosis, immunization and vaccine uptake, Multiple Sclerosis treatment, illicit drug use, immigrant health



Research at MCHP

# Manitoba Population Research Data Repository





# Scope and Coverage

- Represents whole Manitoba Population
  - Data are installed/updated after year end files are closed
  - Data are de-identified with a common encrypted ID
  - Linkable – but not maintained in a linked format.
  - Can be used only for approved research project
- 
- [Project Specific Data \(Survey, RCT, Clinical\)](#)



Repository Home

# Data Equity?

“Data equity is the consideration, through an equity lens, of the ways in which data is collected, analyzed, interpreted, and distributed. It underscores marginalized communities’ unequal opportunities to access data and, at times, their harm from data’s misuse. Data equity pushes us to consider the ways that data can reinforce stereotypes, exacerbate problems like racial bias, or otherwise undermine social justice.”



# Data Equity

- Data are not objective
  - Requires historical and cultural context, especially as we confront racism, colonialism, ableism, gender inequities and other systemic forms of discrimination
  - What data are collected or are not collected reflect the values of the system
    - In the case of admin data, the data gathered are the information that provincial /federal govt values
    - Though we have “whole population” level data, there is lots of information missing.
- Data can do harm
  - Research using admin data provides us an excellent window into the past; however, the past cannot inform future policy without reflecting on the contexts mentioned above – high probability of repeating mistakes without taking past structures into account.

# Detailed Data Dictionaries

MCHP > MCHP Research Resources

Welcome Dave Towns

Manitoba Centre for Health Policy

Metadata Repository

This Site: Metadata Repository

MCHP Research Resources

Applying for Access Accreditation Data Repository Study Design and Methods Concept Dictionary Research Resource Requests Site Actions

MCHP Research Resources > Metadata Repository > Shared Documents > Metadata

View All Site Content

Documents

Shared Documents

Lists

Calendar

Tasks

Discussions

Team Discussion

Sites

People and Groups

A. Health

I. Administrative Health

II. Survey Health Data

III. Clinical Health Data

B. Education Databases

1. Manitoba Schools (Ind. Wpg)

2. Early Literacy Intervention Program

3. Reading Recovery

4. Post-Secondary - Red River College

Metadata Repository

Domain: C. Social

Selected Database: Social Housing - Manitoba Shelter Benefit

Dataset to View: CS Client

Database Summary Database Details Dataset Overview Data Elements Data Model Documents and Reports Blog

DATA MODEL DIAGRAM

Manitoba Shelter Benefit (MSB) – Client Related Tables

CSCLIENTADDRESS

CLIENTID num 8

ADDRESSID num 8

residence char 1

mail char 1

cheque char 1

contact char 1

trustee num 8

createdate date

changedate date

acqdt date

CSCLIENT

CLIENTID num 8

birthdate date

deceaseddate date

sex char 1

drvlicno char 1

vehlicno char 1

sin char 1

citizenshipstatus char 1

languagespoken char 1

datecanres date

immigrantcategory char 1

email num 8

LANDLORDID num 8

createdate date

changedate date

requirestty char 1

CSAPPLICATION

APPLICATIONID num 8

PROGRAMID char 2

APPLICANT num 8

applicationdate date

decisiondate date

canceldate date

effectivedate date

retentiondate date

reviewdate date

status char 2

reviewtype char 1

maritalstatus char 2

recover\_arrears char 1

eligiblebenefit money 20.2

autorenew char 1

maintenancepaid money 20.2

CSPROGRAM

PROGRAMID char 2

nameabrv char 6

namefull char 50

programadmin num 8

inceptdate date

closedate date

effectivedate date

committeddol money 6.2

spentdol money 6.2

recovereddol money 6.2

fees money 6.2

paymentfreq char 2

benefittypecode char 1

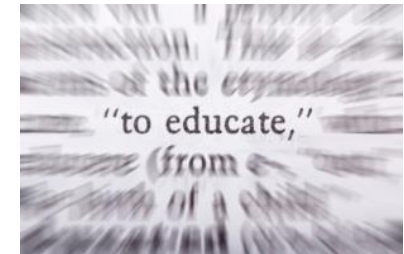
parentprogramid num 8

lowcutoffsingle money 20.2

lowcutofffamily money 20.2

CSADDRESS

ADDRESSID num 8



Internal MCHP Data Dictionaries

Data Elements in Creation Order						
#	Variable	Label	Type	Len	Format	Informat
1	CLIENTID	Client ID Number	Num	8	8.	8.
2	BIRTHDT	Birth Date	Num	8	YYMMDD10.	DATE11.
3	DECEASEDDT					
4	SEX					
5	DRVLCNO					
6	VEHLCNO					
7	SIN					
8	CITIZENSHIP	Citizenship	Char	1		
9	LANGUAGESPOKEN	Language Spoken	Char	1		
10	DATECANRES	Canadian Residency Date	Num	8	YYMMDD10.	DATE11.

Analysis Variable : Citizenship					
Value	Description	Frequency	Percent	Cumulative Frequency	Cumulative Percent
0	0. Undefined	47259	38.84	47259	38.84
1	1. Canadian Citizen	65378	53.73	112637	92.56
2	2. Landed Immigrant	9052	7.44	121689	100

# Concept Dictionary/Glossary

## Methodological/Algorithms

1. [Intellectual Disability \(ID\) \(Mental Retardation\) / Developmental Disability \(DD\) / Developmental Disorders / Intellectual or Developmental Disability \(IDD\)](#)

This concept briefly describes the conditions of intellectual disability (mental retardation) / developmental disability / developmental disorders, and provides operational definitions used in research that utilizes the Manitoba Centre for Health Po...

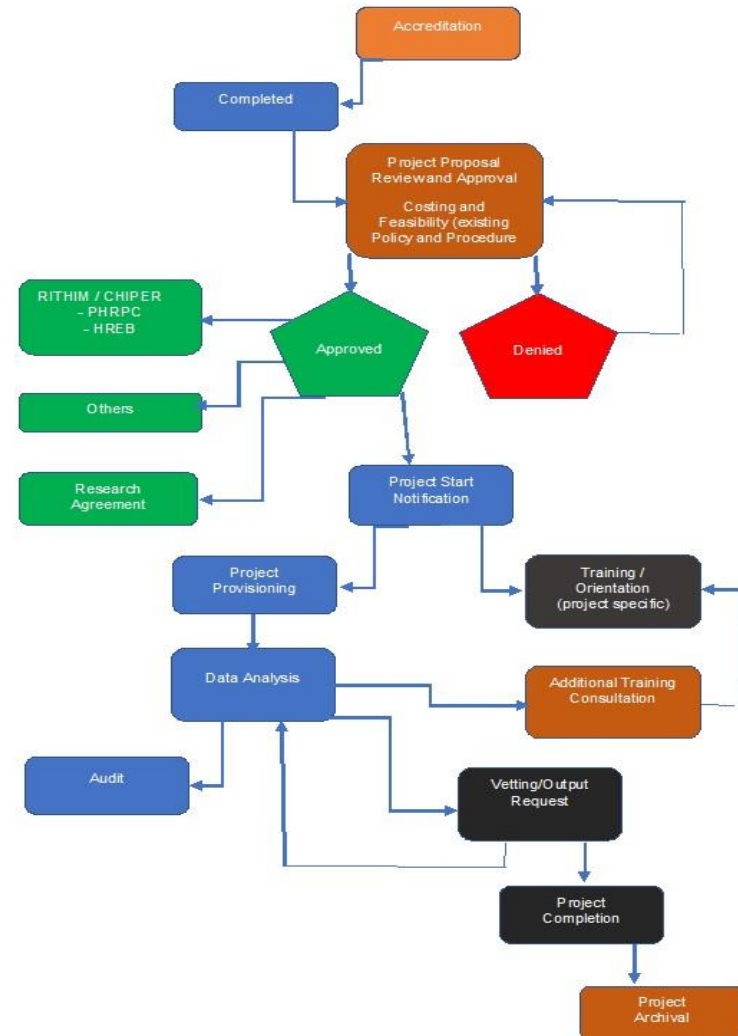
2. [Involvement Type Indicator - Justice System](#)

This concept contains information about an indicator that was developed to provide information about involvement with the Justice system. The indicator is derived from the Justice Prosecution Information and Scheduling Management (PRISM) data avail...

3. [High School Completion / Graduation and Grade 12 Attainment](#)

High school completion / graduation is frequently used as an outcome measure for a child's level of educational attainment. Attainment of Grade 12 by a certain age, such as 17 years old, provides a similar measure. This concept describes the genera...

# Access and Use of Repository Data Process Project Based



# Approvals, Amendments, and Extensions

## Initial Approvals

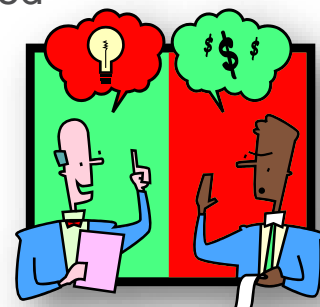
- Health Research Ethics Board (HREB)
- Provincial Health Research Ethics Committee (PHRPC) & CHIPER
- Others may be required (e.g. Shared Health, Education, CCMB, HIRGC, etc...)
- Research Agreement (RA) with UofM & MB Gov

## Amendments/Follow-up

- REB Annual Renewal
- RA Expiration and Extensions
- Please note, other data providers and data may also have deadlines, and/or expiration dates

# Limited Use and Results Reporting

- Use of data is limited within each project to the approvals obtained
- Data cells representing 1-5 individuals or events must be suppressed. Some data providers (IRCC) require 10-20.
- Copy of publication or presentations must be sent to data providers and MCHP a minimum of 30 days prior to release
- Vetting and transfer of aggregated data and results for external researchers/analysts
- Ethics, Privacy, and Impact reviews must be kept current
- Inactive or expired projects will be archived.
- When a project is complete, a Final Study Status Report must be submitted
- Projects will be archived for 7 to 10 years





# Publication/Presentation Review Time Frame - Days

	Manitoba Health (PHRPC)	MCHP	Other Providers (some specific DAS may have further requirements)
Articles (publications, thesis, new release)	30 days	30 days	Prior to public release
Presentations (with handout, abstract or compendium)	30 days	30 days	Prior to public release/presentation
Oral Presentation only	10 days	10 days	Prior to public presentation

Publications/presentations based on Manitoba Health Deliverables require special permission prior to release.

# MCHP Provided Support Remote Access Sites

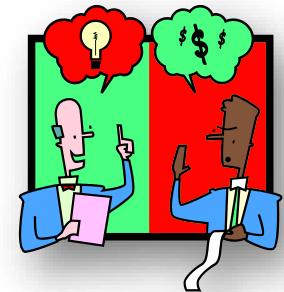
- VPN access from desktop – in Manitoba currently. Resolving with province to allow access externally.
- Requires currently patched Windows, and Anti-Virus running – compliance tested with each login.
- Feasibility provides cost estimate. MCHP based on hourly for direct support is \$115.00
- There is an initial project startup cost of \$6000 with a subsequent annual of \$600.00
- If RAS is being used; \$3500 user access
- Students - if PI has a Project, then RAS fee waived and direct support is \$50.00/hr.
- [Student Guidelines](#)
- [Private Sector/Contract Guidelines](#)

# MCHP: Audits and Reviews

- Ensure compliance and protection
  - ◊ Approvals (U of M, MHSC, others....) ongoing
  - ◊ Data access
  - ◊ System access
  - ◊ Publication review
  - ◊ Forms (RA, Confidential Data)

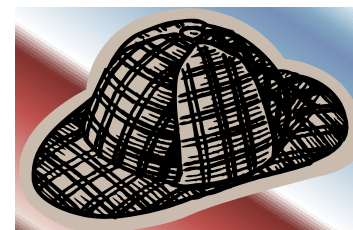
# Access Audits and Follow-up

- Breach
  - Individual records or personal information released/disclosed
    - Within system/MCHP
    - Externally
  - Individual records or personal information used or accessed outside of approvals
  - Integrity of data is compromised
  - Small numbers released/disclosed
  - Release of results outside of process (e.g. published without review)
- Reporting
  - Notification of direct supervisor/MCHP
  - Review/Extent
  - Notification of UofM/Gov - Access and Privacy Office, MB Gov Dept/MH
  - Review - what was the breach; is further investigation necessary
  - Correction/Follow-up
  - Documentation



# U of M Pledge of Confidentiality

- Required for everyone with access to Personal Health Information, MCHP staff, project PI, and individuals with MCHP system access.
- Required to be completed for HREB submission
- Completion of the U of M MCHP Associated PHIA Orientation material and corresponding Pledge of Confidentiality is required
- U of M PHIA & Pledge of Confidentiality must be completed even if PHIA orientation has been completed with a different organization (e.g. WRHA, Province of Manitoba).



U of M PHIA Training Page

# Thank you/Questions

 [umanitoba.ca/centres/mchp](http://umanitoba.ca/centres/mchp)

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