



## Association of State and Provincial Psychology Boards (ASPPB) Research Request Form

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### Introduction:

In order to utilize data that is gathered and maintained by the Association of State and Provincial Psychology Boards (ASPPB) and/or the Centre for Data and Analysis on Psychology Licensure (the Centre), you must make your request in writing using the following request form.

Any research data requests are reviewed on a case-by-case basis. The requests should be submitted to: [scamp@asppb.org](mailto:scamp@asppb.org).

Once your request has been received and reviewed, you will be notified as soon as reasonably possibly regarding the outcome of your request. If the request is approved, an estimated time frame will be given for the fulfillment of the request. Please note that the approval process may involve several ASPPB committees as well as the ASPPB Board of Directors. If during the review process, it is deemed that the release of this data violates any security of confidentiality obligations, the request is subject to denial.

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Your Name:

Your organization:

Email Address:

Best contact phone number:

A description of your project/proposal including your research questions:

What are the data elements that are needed? Please note, that only aggregate and/or deidentified data will be provided and data may not be available for all requests:

From what time frame do you need the data.

Year(s):

Month(s):

Quarter(s) for year:

How will this information be used and/or disseminated, e.g. article?

How and where will the data be housed during the project?

What entities are working with you on this project?

Has this project undergone an Institutional Review Board (IRB) review?

- If yes, please attach a copy of the approval letter.
- If not, please explain why IRB review had not occurred:

How will the data be stored and destroyed once the project is completed?

Please provide any additional information that you feel will assist during the review of your request:

*I agree to abide by the ASPPB Research Requests and Support Policy which has been provided to me, especially regarding the data usage and reporting of deliverables of the project.*

Signed:

Dated:

For Internal Use Only:

- Form Received:
- Form forwarded to Research Committee for Review on
- Research Committee referred to \_\_\_\_\_ Committee on
- Committee forwarded the recommendation to BOD for approve on
- ASPPB BOD Reviewed on
- Request
  - Approved
  - Denied
- Requested Notified: