The design of an eHealth lifestyle intervention tailored towards people with a low socioeconomic status during cardiac rehabilitation

0. Administrative questions

1. Name of data management support staff consulted during the preparation of this plan.

My faculty data steward, Jeff Love, has reviewed this DMP on 17-06-2021

2. Date of consultation with support staff.

2021-06-17

I. Data description and collection or re-use of existing data

3. Provide a general description of the type of data you will be working with, including any re-used data:

Type of data	File format(s)	How will data be collected (for re-used data: source and terms of use)?	Purpose of processing	Storage location	Who will have access to the data
Demographics (age, gender, occupation, SES)	.csv files	Questionnaire	To determine demographics of the participants to make appropriate correlations with the respondent's experiences which is part of the research question	Project storage drive	The project team (Promotor: Valentijn Visch, daily supervisor: Jos Kraal, and external partner: Rita van den Berg Emmons)
Stories, experiences, beliefs, and insights	.pdf files	Sensitising booklets	To learn about problems and opportunities during the rehabilitation process.	Same as above	Same as above
Stories, experiences, beliefs, and insights	.word files	Interview and focus group recording	To learn about problems and opportunities during the rehabilitation process.	Same as above	Same as above
Signed consent forms	.pdf files	Scanning the form	To record the consent of participants who agreed for their data processing.	Same as above	Same as above

4. How much data storage will you require during the project lifetime?

- < 250 GB

II. Documentation and data quality

5. What documentation will accompany data?

- Methodology of data collection

III. Storage and backup during research process

6. Where will the data (and code, if applicable) be stored and backed-up during the project lifetime?

- Project Storage at TU Delft

IV. Legal and ethical requirements, codes of conduct

7. Does your research involve human subjects?

- Yes

8A. Will you work with personal data? (information about an identified or identifiable natural person)

If you are not sure which option to select, ask your Faculty Data Steward for advice. You can also check with the privacy website or contact the privacy team: privacy-tud@tudelft.nl

- Yes

8B. Will you work with any types of confidential or classified data or code as listed below? (tick all that apply)

If you are not sure which option to select, ask your Faculty Data Steward for advice.

- No, I will not work with any confidential or classified data/code

9. How will ownership of the data and intellectual property rights to the data be managed?

For projects involving commercially-sensitive research or research involving

third parties, seek advice of your Faculty Contract Manager when answering this question. If this is not the case, you can use the example below.

The datasets underlying the published papers will be publicly released following the TU Delft Research Data Framework Policy. During the active phase of research, the project leader from TU Delft will oversee the access rights to data (and other outputs), as well as any requests for access from external parties. They will be released publicly no later than at the time of publication of corresponding research papers.

10. Which personal data will you process? Tick all that apply

- Signed consent forms
- Special categories of personal data (specify which): race, ethnicity, criminal offence data, political beliefs, union membership, religion, sex life, health data, biometric or genetic data
- Gender, date of birth and/or age

We will collect data about the person's socio-economic status.

11. Please list the categories of data subjects

Health practitioners, researchers, managers and patients

12. Will you be sharing personal data with individuals/organisations outside of the EEA (European Economic Area)?

- No

15. What is the legal ground for personal data processing?

- Informed consent

16. Please describe the informed consent procedure you will follow:

All study participants will be asked for their written consent for taking part in the study and for data processing before the start of the interview.

17. Where will you store the signed consent forms?

- Same storage solutions as explained in question 6

18. Does the processing of the personal data result in a high risk to the data subjects?

If the processing of the personal data results in a high risk to the data subjects, it is required to perform a Data Protection Impact Assessment (DPIA). In order to determine if there is a high risk for the data subjects, please check if any of the options below that are applicable to the processing of the personal data during your research (check all that apply).
If two or more of the options listed below apply, you will have to complete the DPIA. Please get in touch with the privacy team: privacy-tud@tudelft.nl to receive support with DPIA.
If only one of the options listed below applies, your project might need a DPIA. Please get in touch with the privacy team: privacy-tud@tudelft.nl to get advice as to whether DPIA is necessary.
If you have any additional comments, please add them in the box below.

- Sensitive personal data

19. Did the privacy team advise you to perform a DPIA?

- No

22. What will happen with personal research data after the end of the research project?

- Anonymised or aggregated data will be shared with others

The data we will share will consist of processed pseudonymized data. We will do this by assigning a unique participant number to each participant. We will keep track of this in a separate document. In addition, we will ensure to pseudonymize other data that could be used to identify the participant, such as their affiliation and living location.
Raw data, such as interview recordings, pictures and workbook data will be destroyed after the research project ends.

23. How long will (pseudonymised) personal data be stored for?

- 10 years or more, in accordance with the TU Delft Research Data Framework Policy

24. What is the purpose of sharing personal data?

- For research purposes, which are in-line with the original research purpose for which data have been collected

25. Will your study participants be asked for their consent for data sharing?

- Yes, in consent form - please explain below what you will do with data from participants who did not consent to data sharing

We will ensure the data from the participants that will not consent will not be shared and will be destroyed after the storage term has passed.

V. Data sharing and long-term preservation

27. Apart from personal data mentioned in question 22, will any other data be publicly shared?

- I do not work with any data other than personal data

29. How will you share research data (and code), including the one mentioned in question 22?

- All anonymised or aggregated data, and/or all other non-personal data will be uploaded to 4TU.ResearchData with public access

30. How much of your data will be shared in a research data repository?

- < 100 GB

31. When will the data (or code) be shared?

- As soon as corresponding results (papers, theses, reports) are published

32. Under what licence will be the data/code released?

- CC0

VI. Data management responsibilities and resources

33. Is TU Delft the lead institution for this project?

- Yes, leading the collaboration

34. If you leave TU Delft (or are unavailable), who is going to be responsible for the data resulting from this project?

Valentijn Visch (V.T.Visch@tudelft.nl)

35. What resources (for example financial and time) will be dedicated to data management and ensuring that data will be FAIR (Findable, Accessible, Interoperable, Re-usable)?

4TU.ResearchData is able to archive 1TB of data per researcher per year free of charge for all TU Delft researchers. We do not expect to exceed this and therefore there are no additional costs of long term preservation.