



Data Collaboration

Overview:

Collaborators wishing to store data at LONI for processing, sharing or other purposes are encouraged to utilize the LONI Image Data Archive. The LONI Image Data Archive (IDA) provides a web-based integrated environment for safely archiving, querying, visualizing and sharing neuroimaging data. The archive facilitates the de-identification and pooling of data, protecting data from unauthorized access while providing the ability to share data among collaborative investigators. Password authentication is required for all accesses and all accesses are logged. Data are stored in a fault-tolerant network, available near 24/7 and backed-up nightly.

Data Storage and Subject Privacy:

All subject identifiers are removed or replaced (as defined in the HIPAA Limited Data Set definition) prior to being stored in the data archive and will never include the name of the subject, their street address, phone/fax numbers, email address, Social Security number, medical record number, health plan beneficiary numbers, account numbers, certificate/license numbers, vehicle identifiers including license plates, device identifiers and serial numbers, URLs, internet protocol addresses, and biometric identifiers. Embedded within the IDA is a robust de-identification engine, capable of de-identifying the most common medical imaging file formats. General purpose de-identification translations are available or a customized approach may be crafted to meet the specific needs of the project.

Data Collaboration Steps:

- Review LONI policies: http://www.loni.ucla.edu/Common/LONI_Policy.pdf.
- Complete the online collaboration application:
http://www.loni.ucla.edu/Collaboration/Application/LONIR_Application.jsp.
- Receive e-mail approval notification.
- Receive and complete Data Use Agreement. A signed Data Use Agreement between the collaborator and LONI is required. This agreement outlines how the data may be used and who may access the data.
- Provide original signed Data Use Agreement, copy of subject consent forms, and copy of IRB approval notice (if applicable).
- Provide project information to data coordinator upon request. Information about the project (research groups, species, number of sites, etc) is required to initiate the project.
- Register for a LONI user account. To create an account, click the "Create a new account" link at <https://www.loni.ucla.edu/ida/login.jsp>.
- Notify dba@loni.ucla.edu when you have completed the account creation process so permissions to access the project can be set for the specified user account(s).
- Receive email notification that permissions to access the LONI Image archive are set.
- Log in and use the image archive. Detailed instructions for querying, archiving and downloading data are in the LONI IDA User Manual linked from the login page.