Growing Up in New Zealand	# Accredited Researcher Application
	Application to be an honorary member of the *Growing Up in New Zealand* research team for the duration of approved research.

An Accredited Researcher undertakes collaborative research with the prior approval of the *Growing Up in New Zealand* Research Director.

The Internal Working Dataset is a sensitive dataset that contains information about participants that potentially could identify them. At the same time, the dataset will have greatest value if it can be made available to appropriate researchers as promptly as possible so that timely analyses can be undertaken. Because the internal dataset contains potentially identifiable data, all access to this dataset must also be subject to strict criteria to comply with the informed consent signed by each participant and the ethics agreements that protect the anonymity of the participants, and restricts access to identifying information to the *Growing Up* team via the Research Director.

1. Accredited Researcher eligibility criteria

1.1   Applicants must be from an approved Ministry or research institution, and have the skills and knowledge to make appropriate use of the data.

1.2   Applicants must demonstrate why they are qualified to conduct the proposed analysis. This should include:
- Expertise, recognised by peers, in their policy/research area relevant to the longitudinal study
- An understanding of the study's over-arching objectives and priorities
- Familiarity with epidemiological principles of longitudinal data analysis and interpretation, including competency in an appropriate statistical analysis package
- Experience in preparing high quality reports and publications

1.3   Application should outline why access to the internal dataset is appropriate, rather than waiting until the fully anonymised external dataset is available.

1.4   All approved researchers must sign the Internal Data Access Agreement. This must also be countersigned by the CEO of their organisation.

2. Process to become an Accredited Researcher

2.1   An applicant's nomination must be made via their host organisation and include:

- A statement to support the required Accredited Researcher eligibility criteria (as above).

   Where these criteria are not met, include information about how gaps will be mitigated.

- Evidence of support from the host organisation (including from a GUiNZ Executive Board and Policy Forum member).

- A plan outlining how the applicant will become up-skilled and knowledgeable about GUiNZ and the datasets, work with the GUiNZ team and any resource implications.

    This plan must be endorsed (in advance) by the GUiNZ Research Director.

2.2   Recommendation for approval of accredited researcher status by Research Director with ratification by the Data Access Committee (DAC).

2.3   Accredited Researcher signs the Internal Data Access Agreement form (countersigned by the CEO of their organisation).

    AND

2.4   Accredited Researcher follows process for using Internal Working Dataset, specifies research question and seeks DAC approval for specific data access and analysis as well as for publication of outputs.

3. Limited numbers of Accredited Researchers

The maximum number of Accredited Researchers will be dependent on available resource and capacity and will be reviewed regularly. Capacity will be discussed by the Research Director and the lead agency in the context of resources available and all other project deliverables and priorities.

Once you are ready to submit your application, please complete the following checklist to ensure your application is complete.

Check list

- [ ] Discussion with the Research Director and statement of support

- [ ] Researcher details and research topic completed

- [ ] Eligibility criteria (1.1 to 1.3) addressed

- [ ] CV provided

- [ ] Evidence of support from the researcher's host institution completed (*statement and signature*)

Accredited Researcher Application	
	Accredited Researcher Application Become an honorary member of the *Growing Up in New Zealand* research team

Researcher Details	
Name	
Host organisation	
GUiNZ team representative	
Application No.	

Research Topic – Brief description (200 words)

Eligibility to be an Accredited Researcher. Provide CV and information according to criteria above (1.1 to 1.3)

Evidence of support from Research Director

NAME: _____

SIGNED: _____

DATE: _____

Evidence of support from host organisation

NAME: _____

SIGNED: _____

DATE: _____

Recommendation from Data Access Committee

DAC CHAIR: _____

SIGNED: _____

DATE: _____