

# DATA RESOURCE CENTER

a service of the Division of Public Health

Weekdays  
7:45 a.m. - 4:30 p.m.

dhsdphdataresourcecenter  
@dhs.wisconsin.gov

608-267-0233

1 W. Wilson St, Room 118  
Madison, WI 53703

## What do YOU need?

INFORMATION  
INTERPRETATION HELP  
STATISTICS  
METHODOLOGY GUIDANCE

## What the DATA RESOURCE CENTER needs:

### WHO?

What agency or organization do you work?

### WHAT?

What is your data need? Unsure about what exactly you need? **We will work it out with you!**

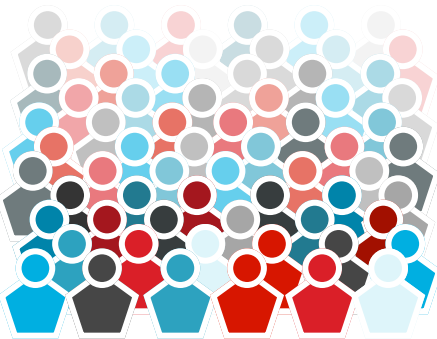
### WHY?

How do you intend to use this information?

## Protect the data.

We take the health and wellness of our Wisconsin peers seriously.  
We don't share this information lightly.

**You have a responsibility to use Division of Public Health data in a professional, individual-sensitive manner.**



## AGGREGATE (SUMMARY) DATA REQUEST

- Most popular data request type
- Often trying to answer a broad question
- Used for general trend analysis, annual reports
- Not specific as to identify any one individual
- Fees apply for some data requests

### EXAMPLE:

*How many (count) births in Polk County in 2015?*

*How do Polk County births compare (rate) to other counties in Northwest Wisconsin?*





### Common formats

- **Counts.** The total sum of instances in a group.
- **Percent, Rate.** The quantity or frequency measured against another quantity or measure.

When cell values are small or there is risk of identifying an individual, expect:

- **grouped data** (i.e. counts over five years instead of three years)
- **cell suppression** (i.e. values less than five withheld and replaced by '< 5')



	72	Y	F	1
	24	N	U	1
	37	N	F	-
	56	Y	M	1

## INDIVIDUAL-LEVEL DATA REQUEST

- Each row represents an individual person or event
- Used for research, richer analysis
- May contain Personally-Identifiable Information (PII)
- Often requires review by Data Governance Board and an agreed upon, signed data use agreement
- Fees apply for some data requests

### EXAMPLE:

*Specific demographic (age, race) and prenatal (trimester prenatal care began, number of prenatal care visits) data from all 2010 births in Polk County, Wisconsin*

## DATA STEWARD AND DATA OWNER

A data steward is a subject matter expert responsible for the coordination of the data sharing agreements. They will likely be your main contact at the Division of Public Health and will present your request to the Data Governance Board when necessary.

A data owner is the individual who is accountable for the data set. They are the authorized signatories of data sharing agreements. This is often an executive or leadership role within the Division of Public Health.

## DATA GOVERNANCE BOARD

Attended by the State Health Officer, Division Deputy Administrator, Office of Health Informatics Director, Chief Epidemiologist, data management delegate, Division leadership, data owners, and legal liaison; these on-demand, discussion-based meetings serve to inform Division leadership about how data are being used and to expedite rightful access to data.

## DATA USE AGREEMENT

Signed by the data owner and requestor, a data use agreement is a data sharing agreement recording the approved use, delivery, estimated costs, those authorized to use the data, and destruction expectations. These are often used when there is personally identifiable data being shared, or when there is a need for aggregate counts to be unsuppressed.

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Wisconsin Department of Health Services  
Division of Public Health  
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