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## Ontario Tobacco Survey

### Information and Guidelines for Data Use

The Ontario Tobacco Survey (OTS), conducted by the Ontario Tobacco Research Unit (OTRU), is a population-based provincial study monitoring tobacco use and opinions about tobacco control. The OTS combines six semi-annual cross-sectional surveys of smokers, and of non-smokers, with a major longitudinal study of adult smokers. Longitudinal respondents are re-interviewed every six-months for a minimum of 18 months. The study focuses on attitudes, behaviours, and beliefs about tobacco, the factors that influence smoking cessation and relapse, as well as exposures to smoking-related government policies and programs.

Applicants should familiarize themselves with the OTS design and questionnaires. Please refer to the OTS Technical Reports for further details and documentation

<http://www.otru.org/research-evaluation/ontario-tobacco-survey/>

#### Data Repository

Research teams may apply for access to OTS data through one of the following university-based data libraries:

- Propel Centre for Population Health Impact – Population Health Data Repository at the University of Waterloo (<http://www.propel.uwaterloo.ca/index.cfm?section=28&page=377> )
- University of Toronto Data Library (<http://www.chass.utoronto.ca/datalib/>)

All datasets are stripped of individual identifiers (e.g., name and address).

#### Submission, Criteria for Evaluation & Review

Data Request Applications for the OTS can be obtained from the two above listed data libraries. Once an application is received, OTRU will review the application according to the following criteria:

- There is a clear and specific research question.
- The proposal has detailed appropriate statistical methodology and software requirements; the project team has the capacity and statistical knowledge to complete the project.

#### Principal Sponsor:

Dalla Lana School of Public Health, University of Toronto

#### Commanditaire principal :

École de santé publique Dalla Lana, Université de Toronto



#### Co-Sponsors:

Commanditaires :



- There is no direct overlap with current OTS projects; if there is a possible overlap, the application will also be sent for review/approval to the principal investigators for the overlapping studies. Applicants are encouraged to make informal inquires before completion of an application to see if similar studies are already underway with this dataset; these inquires can be directed to [otru\\_survey@camh.net](mailto:otru_survey@camh.net).
- The proposed secondary data analysis project has ethics approval clearance – or the ability to submit and obtain ethical clearance – from a recognised Ethics Review Board prior to release of OTS data.
- Evaluation of applicant conflicts of interest.

OTRU can only provide minimal technical support regarding the surveys, datasets and related documentation. Applicants should review OTRU Technical Reports and ensure that their research team and project have sufficient statistical or technical support required to complete the proposed research. OTRU will not charge for data per se. OTRU reserves the right to recuperate costs associated with data analysis or other support provided to external research projects or investigators.

Applications for data will be assessed according to the above criteria by a review committee of OTRU Principal Investigators. Should an application be rejected, the applicant will receive a rationale for the decision which may in; rejected applications can be revised and resubmitted.

### Data Use Agreement

When an application is approved, the data library will notify the applicant, obtain a copy of the documentation for ethics approval, and ensure applicants are aware of the Terms and Conditions of use by obtaining signature(s) for the Data Use Agreement Form. In order to receive OTS data, applicants must agree to the following:

- The data will only be used for the proposed research project. A separate proposal is required for a new research question with the same or different OTS data.
- Data products cannot be used for commercial or income-generating ventures.
- Applicants must follow the OTS privacy and confidentiality procedures.
- Researchers must use the appropriate citation for OTS data as well as include the specified acknowledgement in any published communications.
- Researchers must report to OTRU on project progress and submit copies of all products generated using the OTS data.
- Researchers must declare that they are not in receipt of – nor will they accept for the duration of the project – any grants, contracts, salary, honoraria, contributions or anything else of fiduciary value from any tobacco manufacturer, distributor, or other tobacco-related company.

### Reporting

Applicants must report annually to OTRU regarding project progress. Applicants must send a copy of all publications, reports, abstracts, presentations, etc. that use OTS data to OTRU at [otru\\_survey@camh.net](mailto:otru_survey@camh.net).

## Acknowledgements

Descriptive and inferential statistics may be published in research communications such as theses, scholarly articles and research reports. The following acknowledgement must appear in any published communications that result from analyses of these data:

*The Ontario Tobacco Survey is a project of the Ontario Tobacco Research Unit which receives funding from the Ontario Ministry of Health and Long-Term Care. OTRU is not responsible for the analyses or interpretation of the study results.*

## Bibliographic Citation of Data

Published communications that use these data must include the bibliographic citation for the datasets used.

The following are two examples of how to cite OTS data. The first is for a report that analysed baseline and six-month follow-up data from the ICE Population Health Data Repository; the second example is for data that analysed baseline, six and twelve month follow-up data retrieved from the University of Toronto Data Library:

Ontario Tobacco Research Unit. *Ontario Tobacco Survey: Baseline and Six Month Follow-up Data* [computer file]. Toronto, ON: Ontario Tobacco Research Unit [producer], 2009. ICE Population Health Data Repository [distributor], 2010.

Ontario Tobacco Research Unit. *Ontario Tobacco Survey: Baseline, Six and Twelve Month Follow-up Data* [computer file]. Toronto, ON: Ontario Tobacco Research Unit [producer], 2009. University of Toronto Data Library Service [distributor], 2010.