Title: Community Health Worker Training Program Opioids and other Substance Use Disorders (CHW-OSUDS)

Project Director: Dhrubodhi Mukherjee, Ph.D., LCSW-S

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DATA DESCRIPTION

The community health worker program focusing on opioid and other substance use disorders that would be launched at the health and public services department UNT led by the social work department it's primarily a project that will develop and test curriculum so that it is relevant and effective for the community health worker behavioral workforce working in the Dallas Metroplex area on opioid and other substance use disorders. The data would be primarily Process data that will include trainees outreached and trainees recruited in the program and their performances didactic course module, and their performances in experiential internship training and apprentice program. The project will further collect data from organizations who would provide the platform for internship and apprenticeship training and eventual employment for the CHW certified workforce that would include data on integrated health measures, system of care measures, and experiences when it comes to cultural linguistic and other measures of inclusiveness.

DATA COLLECTION

1) the extent to which the program objectives have been met, and 2) the extent to which these can be attributed to the project. There are process, utilization and outcome measures that will contribute to the evaluation. Both quantitative and qualitative data will inform the evaluation process. The evaluation of the project will involve assessment of individual goals and objectives and also the overall impact of the project on the target population and larger community. From evaluation standpoint the project will have an overall evaluation goal that is making students aware and competent about understanding and addressing the different aspects of social determinants of health (SDOH) that refers to some of the underlying social conditions, in communities, which place people at poor health, lower quality of life and create challenges for mental and behavioral health. Data will be collected and triangulated using a mixed methods approach (quantitative and qualitative methodologies) during the course of the proposed project. Overarching outcome data will be collected quarterly including the beginning (baseline) and the end of the project, and reported annually, to assess the overall competencies of SDOH, process and utilization data will be collected on a regular basis through a data tracking mechanism that will heed to the requirement of the project as

laid out in the request for proposal. Both students and the community trainers, two important stakeholders of the project, would participate in the study.

DOCUMENTATION AND METADATA

The data accumulated for the project will consist of audio recordings of several semi-structured interviews with participants from the civilian public as well as law enforcement officers. In addition to the structured interviews, the data will include a training evaluation, knowledge scale, perception and attitudes, from participant students and community member participates, agency supervisors, and trainers. Quantatives data would be collected, cleaned and analyzed on the level of performance measures. Longitudinal data analysis techniques would be employed to show the growth of the students during the tenure of the program. Qualitative focus group and interview data would be collected and transcribed and analyzed using thematic and content analysis techniques. The data would be stored in password protected system and would be accessed to the authorized outside program evaluator and the graduate students. Visual analysis of tracking data and inferential analysis of longitudinal scale data would be reported annually.

Metadata records will be created to describe each of the project's digital resources. The UNT Libraries' Digital Library utilizes a system of metadata based on qualified Dublin Core metadata elements that ensure long-term preservation and viability of the digital objects housed in their system. Metadata records will be retained for at least 3 years after the end of the project and may be available longer through the UNT Digital Library.

STORAGE PRESERVATION AND ACCESS

The data would be stored in password protected system and would be accessed to the authorized outside program evaluator and the graduate students.The Data Use Log will document all data-related activities. The proposed study investigators will have access to a highly secured network drive controlled by the University of North Texas that requires logging of any data use. A long-term data sharing and preservation plan will be used to store and make publicly accessible the data beyond the life of the project.

Interviews will be recorded with a digital recording device. After the interview each interview will be uploaded to the office computer of Dhru Mukherjee. The computer is password protected and located in a key-locked office on the campus of the University of North Texas. Qualtrics will be used for survey data collection from students and participants. After receiving the survey Dhru Mukherjee will store the data on a password-protected computer in a key-locked office on the campus of the University of North Texas. After data analysis, the survey data will be stored at the UNT Data Repository for a year and then released to ICPSR. Data collected through qualitative interviews and focused groups will be stored in a password-protected database in a password-protected computer with no remote access. Before storage in database, de-identification will be applied to remove any possible Personally Identifiable Information (PII) (e.g., usernames will be one-way hashed so that retrieving the username from the stored information will not be feasible or trivial).

Utilizing the facilities provided by the UNT Data Repository, a part of the UNT Digital Library, which is committed to long-term access and stewardship of publicly available research outputs, raw and derived datasets and information objects produced will be retained for at least 3 years after the end of the project and may be available longer through the UNT Digital Library. The project team will work with the UNT Libraries in appraising the information objects for long-term preservation and to determine appropriate embargo periods for the individual digital resources. For data sources that are embargoed for some period of time, the metadata records will be available to allow discovery of the resources. All project-related materials, such as technical reports, presentations, and publications, will be made long-term accessible through the UNT Scholarly Works open access repository, hosted in the UNT Digital Library.

PERIOD OF DATA RETENTION
After data collection, the survey data from the project will be embargoed for 12 months or upon acceptance of a publication, whichever comes first

DATA SHARING

The semi-structured interviews will be recorded and saved as mp3 audio files. The survey data will be initially formatted in an Excel spreadsheet (.xlsx), but then will also be converted into formats that work with SPSS, STATA and R statistical programs (.sav, .dta, and .RData respectively). Initially, the survey data will be housed within the University of North Texas Data Repository and subsequently released to the Inter-university Consortium for Political and Social Research (ICPSR). Data collected through qualitative means will be stored in a database in a plain text format, i.e., without any encryption (after required privacy processing). This will allow querying data as needed for data analysis.

To meet the expectations set forth in the 2013 memo from the Office of Science Technology and Policy (OSTP) to broaden public access to the results of publicly funded research, all peer-reviewed publications resulting from this project will be deposited in the UNT Scholarly Works open-access repository, under terms (such as embargo periods) agreed upon with publishers at the time of publication.

RESPONSIBILITIES AND RESOURCES

Dhru Mukherjee will serve as the PI, and Chandra Carey, and Rachita Sharma will serve as Co-PIs. Dhru Mukherjee will act as the primary applicant for UNT's Institutional Review Board (IRB). Dhru Mukherjee along with the data coordinator will serve as the primary point of contact, will lead the planning, design, and implementation of the semi-structured interviews and lead the extraction and analysis of qualitative data. All researchers will be involved in the production of publications, interim reports, and presentations. In the event the principal investigator had to leave the institution or the project, the data coordinator would take over his data management responsibilities. If

all members of the program team leave the institution the social work program director would take responsibility for their data management responsibilities.