For me. For all.
Swiss health study

Pilot phase

How to request data/samples from the Swiss Health Study Pilot phase

General principles

Samples from the Swiss Health Study Pilot phase can be requested by projects in the public domain (e.g. universities, FH, federal or cantonal entities) that have ethical approval of a Swiss Ethics Committee and serve a public interest.
A pre-approval of the samples request can be granted prior to the ethical evaluation, in case the pre-approval is necessary for the ethics committee submission.

Data can be requested without ethical approval but will also undergo the evaluation process.

Procedure

If an ethical commission (EC) approval is available, the process includes the following steps (blue) and associated individuals in charge (grey) depicted in Figure 1. For data requests the same process is followed, but the EC approval is not necessary.

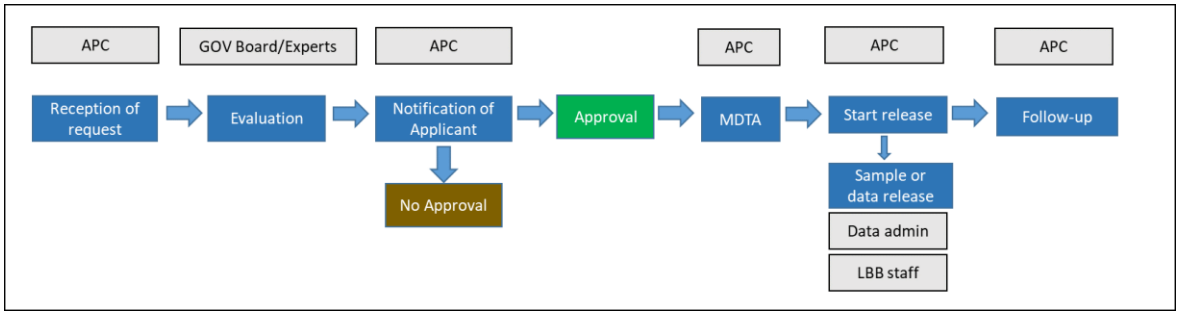


Figure 1: Workflow for requests with EC approval available
Administrative contact point (APC)

If an EC-approval is not yet available at the time of project evaluation, the process is modified as depicted in Figure 2. Instead of the EC approval, a time plan for requesting EC approval needs to be submitted with the request. In case this is requested by the responsible ethics commission, a letter of intent (regarding sample release) can be provided.

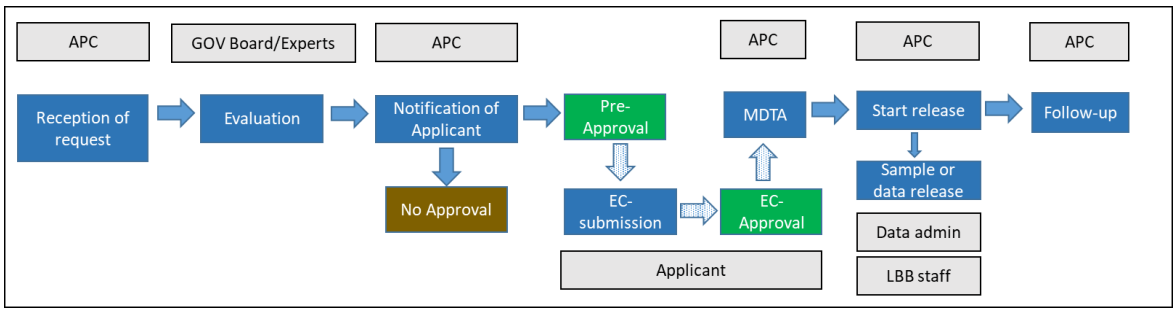


Figure 2: Workflow for requests with EC approval not yet available

A response regarding (pre)approval should be given by the administrative contact point (APC) to the applicant within 8-10 weeks.

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Submission of request

Data and samples can be requested via an e-mail application to the APC: Schweizer-Gesundheitsstudie@bag.admin.ch.

The application should include:

1. A filled in application form containing information about the applicant, a brief project description, project plan and data/samples needs. Please refer to the template provided.
2. The EC approval (if available).

Data catalogue

The data catalogue of the study is available under the "Documentation" tab of the Unisanté data repository ("Data catalogue"), as is the application form template ("Data/samples request application form"). Please cross the data sets of interest directly into the application form.

Sample catalogue

Samples can be requested by filling in the application form and indicating "yes" under "requested samples". Provide a short description of your needs and fill in the specific criteria of samples of interest.

Should you wish to verify sample availability from our biobank based on your criteria (e.g sample type, donor's age, donor's gender, etc.), connect to our sample catalogue at the following link and use our interactive tool.
You will need to register to the SBP NExT website to get access to this tool. You can find instructions on how to do so below.

If both data and samples are requested, only one application form is necessary. Laboratory data associated with the samples (specimen, sample type, collection date, volume, material conditions etc.) will automatically be released upon sample dispatch.

Release
The data and samples will only be sent after a material and data transfer agreement has been signed between the Applicant and the Federal Office of Public Health (FOPH), represented by the APC.

Conditions
The applicant and user of data/samples from the Swiss Health Study Pilot phase commits to use the data/samples only for the project described in the application and to feed back the individual analytical results for samples to the APC.

Fees

Data/samples are available at a fee that covers costs of processing and shipping. No token fee for data transfer applies for partner institutions that have directly contributed to the study, either financially, in-kind or intellectually. For material transfer only shipping costs are requested.

Data transfer	**Unit**	**(CHF)**
Token fee (*Schutzgebühr*)[1]	per request	**100**
Material transfer		
Shipping costs[2]	per package (1 package = up to 200 unit vessels)	**354.80**

[1] No token fee will be charged to partner institutions. Partner institutions are institutions that have directly contributed to the study, either financially, in-kind or intellectually. The governing board shall settle ambiguous cases.

[2] Storage and retrieval of samples is prepaid by FOPH. Only shipping costs are requested.

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How to get access and navigate the sample catalogue
The SBP NexT catalogue allows you to verify sample availability from our biobank based on your criteria (e.g sample type, donor's age, donor's gender, etc.).

You need to create an account on the SBP NExT platform, to access the catalogue and search for samples.

Step 1: Access and complete the Registration Page

1. Connect to the SBP Sample Catalogue following this link.
2. On the homepage, click on: ***Login*** (*top right*) and ***Create an account now***.
3. On the registration page, fill in all the required information.
4. After completing the registration form click on: ***Register***.

Step 2: Verification and Confirmation

1. The email address has to be validated by the SBP team.
   This email verification to confirm your registration can take a few hours.

Step 3: Log in and search for samples

1. Once your registration is confirmed, return to the SBP Sample Catalogue.
2. Click on ***Login*** and ***Sign in*** to access your newly created account.
3. From the Sample catalogue homepage (featuring the Swiss map), access the Swiss Health Study-pilot sample catalogue:



a. On the *top right corner* click on: ***Search for samples***.
b. Click on BE canton on the interactive map
c. Underneath the map, find "SWISS HEALTH STUDY (SHES) BIOBANK (BE)" and click on the sample number, see below:



d. Filter samples based on criteria of interest (e.g., sample type, sex, age, diseases, etc.).

