



## 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 responsables (grey) depicted in Figure 1. For data requests the same process is followed, but the EC approval is not necessary.

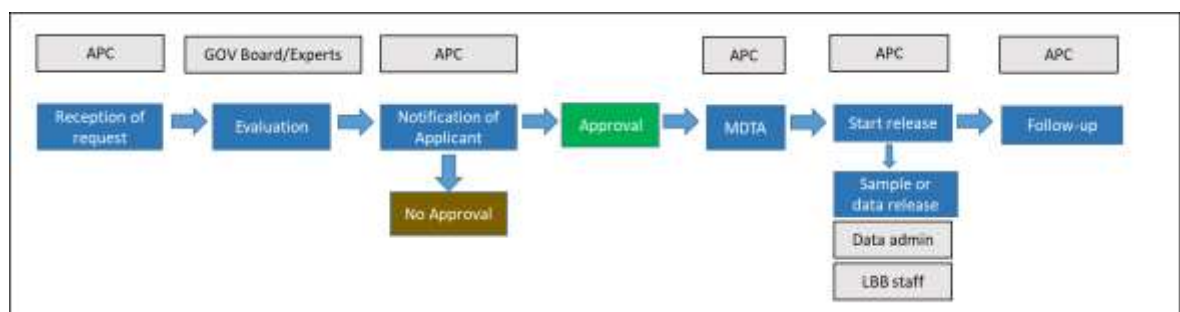


Figure 1: Workflow for requests with EC approval available

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 timeplan 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.

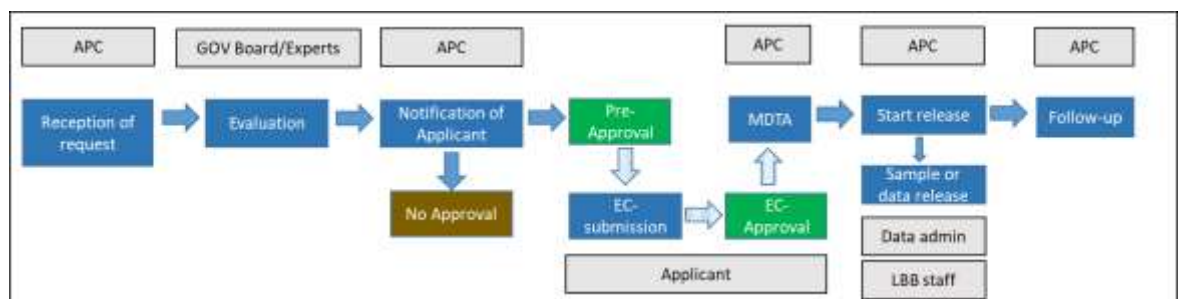


Figure 2: Workflow for requests with EC approval not yet available

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

### Submission of request

Samples and data can be requested via an e-mail application to the APC (contact: [Schweizer-Gesundheitsstudie@bag.admin.ch](mailto:Schweizer-Gesundheitsstudie@bag.admin.ch)).

The application should include:

- A filled in application form containing information about the applicant, a brief project description, project plan and data/samples needs
- The EC approval (if available)

The data catalogue of the study is available under the “Documentation” tab of the Unisanté data repository, as is the application form template.

The sample catalogue is included in the SBP NeXT catalogue and available with the APC.

### Release

The data will only be sent after a 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 administrative point of contact.

### 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 ( <i>Schutzgebühr</i> ) <sup>1</sup>	per request	100
<b>Material transfer</b>		
Shipping costs <sup>2</sup>	per package (1 package = up to 200 unit vessels)	354.80

<sup>1</sup> 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.

<sup>2</sup> Storage and retrieval of samples is prepaid by FOPH. Only shipping costs are requested.