

NATIONAL ORTHOPAEDIC REGISTRY OF MALAYSIA (NORM)

DATA RELEASE APPLICATION FORM

National Orthopaedic Registry encourages use of its data for a variety of purposes such as research, clinical, planning, or business. Please refer to the 'Data Request Guideline' for details.

Each request for release of data must be accompanied by this completed form. Please type or print clearly.

Please return this completed form along with other required documents (refer Data Request Guideline) to the address below:

To:
Chairman
National Orthopaedic Registry of Malaysia
c/o Clinical Research Centre,
1st Floor, MMA House,
124, Jalan Pahang,
53000 Kuala Lumpur.
Attention: NORM Manager

or contact:
Tel. No.: 603-4044 3060/3070
Fax No.: 603-4044 3080
Email: norm@acrm.org.my
Website: www.acrm.org.my/norm

All correspondence regarding this application should be directed to:

Name/ Affiliation: _____

Address: _____

Telephone: _____

Fax: _____

Mobile phone: _____

email: _____

1. Name of Responsible Individual (for research purpose, name of Principal Investigator): _____

2. Affiliation, if applicable: _____

3. Requesting party:

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☐
☐

SDP
Govt. Department
Treating Physician

☐
☐
☐

NGO
Subject
Registry

☐
☐
☐

Research/Academic Inst.
Industry
Other, specify _____

4. Purpose of request:

☐
☐

Research
Business

☐
☐

Clinical
Subject Data

☐
☐

Planning.
Other, specify _____

Describe details:

5. Data Request: *(Describe the data or information sought)*

6. Check submitted documents where applicable:

☐

Signed and dated agreement

☐

Research proposal

For office Use Only

☐

Check if approved

Approved By: _____

Processing Fee: _____ *(Please make cheque payable to National Orthopaedic Registry of Malaysia (NORM))*

Application criteria and procedure

- 1 All application for release of data must be made in writing by completing an Application Form along with other required documents where applicable (see below).
- 2 The application shall include the purpose for the data request and the data sought.
- 3 Release of data for research purpose requires submission of the research proposal that is written in English. While the proposal need not follow any specific format, it should incorporate the following elements:
 - 3.1 Abstract of proposed research
 - 3.2 Detailed project description including rationale, objectives and methodologies to be used
 - 3.3 Qualifications, disciplines and affiliations of key research personnel
 - 3.4 Reference made to any regulatory and ethical requirements, procedures for safeguarding information security
 - 3.5 The period of time for which the data would be used and the way in which the data (with all its copies) would be disposed of, returned or destroyed after this period has elapsed
- 4 Request for specific analyses that are otherwise not available in published results in the public domain for purpose of planning or business will be entertained on a case-by-case basis.
- 5 Request for release of data to be analyzed by the requesting party for purpose of planning or business will be treated as for research purpose (see [3] above).
- 6 Requesting party is required to enter into an agreement with NORM on release of data. The standard agreement is available at www.acrm.org.my/norm
- 7 A processing fee may be charged, such amount to be determined on case-by-case basis.
- 8 All simple requests shall be dealt with within 2 weeks; while more complex requests will take up to 2 months to process.

(Note: Incomplete request form and necessary document not received will not be processed.)