

## **National Audit of Headache Disorders**

### **National Audit of Migraine**

#### **Data Access and Usage Conditions**

##### **1. Purpose of Data Access**

Access to the requested data is granted solely for the purpose outlined in the applicant's request. The data must not be used for any other purpose without prior written approval from the data provider.

##### **2. Data Access Application**

Applicants must be registered with the Audit via the HCP registration form and be currently working within an organisation that participates in the Audit.

##### **3. Accuracy of Information**

Applicants must ensure that all information provided in the request form is accurate and complete to the best of their knowledge. Submission of a request does not guarantee that access will be granted.

##### **4. Review and Approval Process**

All requests will be reviewed by the responsible data controller or governing body. Access to data is subject to approval and may be subject to additional conditions or restrictions.

##### **5. Data Protection and GDPR Compliance**

By submitting a request, applicants acknowledge and agree to the following:

- Personal data will be processed in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.
- Personal information provided will be used solely for the purpose of processing and administering the data access request.
- Data will be stored securely and retained only for as long as necessary to fulfil this purpose.
- Applicants have the right to request access to, correction of, or deletion of their personal data, subject to applicable legal obligations.

##### **6. Data Usage Restrictions**

Applicants who are granted access agree to:

- Use the data only for the approved purpose stated in their application.
- Not share, distribute, or provide access to the data to any third party without prior written permission.
- Not attempt to identify individuals from anonymised or pseudonymised datasets.
- Handle all data in accordance with applicable data protection, confidentiality, and information governance requirements.

## **7. Confidentiality and Security**

All data must be stored and processed securely using appropriate technical and organisational measures. Users are responsible for preventing unauthorised access, disclosure, or misuse of the data.

## **8. Research and Ethical Compliance (if applicable)**

Currently, the National Audit of Migraine is registered only as an audit and not as a registry. Therefore, the data may be used for audit purposes but not for research. Where the data is to be used for research purposes in the future:

- The applicant must ensure that appropriate ethical approval has been obtained where required.
- The data must be used in accordance with relevant institutional and regulatory guidelines.
- Any outputs (e.g. publications, reports) must not include identifiable information unless explicitly authorised.

## **9. Publication and Outputs**

Any results, publications, or reports generated using the data must:

- Maintain confidentiality and anonymity of individuals.
- Acknowledge the data provider where appropriate, or list provider as a co-author as per agreements.
- Comply with any additional publication conditions specified at the time of approval.

## **10. Contact and Communication**

By submitting a request, applicants agree that they may be contacted regarding their request, including for clarification, updates, or decisions.

## **11. Withdrawal of Access**

Access to data may be withdrawn at any time if:

- These conditions are breached; or
- There is a legal, ethical, or governance concern.

## **12. Agreement**

By submitting a data access request, the applicant confirms that they have read, understood, and agree to comply with these Data Usage Conditions.