Armed Forces Health Surveillance Division

Epidemiology and Analysis Data Request Approval Process (RAP) Form

1. **Date of Request:** *(i.e. day, month, year)*

2. **Contact Information for Requestor:**
   - Name:
   - Job title:
   - Email address:
   - Telephone number:

3. **Requester Organization, Authority:** *(e.g. Defense Centers for Public Health-Aberdeen, Army Regulation 40-5 paragraph 2-19a).*

4. **Data Request Deadline:**

5. **Project Title:** *(e.g. Health Burden of Influenza-Like Illness among U.S. Army Active Duty Service Members, Fort Huachuca, Arizona (2014 – 2016)).*

6. **Project Objective(s):** *(e.g. to determine the annual health burden of influenza-like illness among US Army active duty service members).*

7. **Operational Significance:** *(e.g. in support of Army preventive medicine activities in the area of disease prevention and control, health surveillance, and epidemiology).*

8. **Population of Interest:** *(e.g. U.S. Army active duty service members assigned to Ft. Huachuca, Arizona during January 1, 2014 through December 31, 2016).*

9. **Population Inclusions/Exclusion Criteria:** *(e.g. U.S. Army active duty service members assigned to Ft. Huachuca but not physically present at installation during time period of interest).*

10. **Time Period(s) of Interest:** *(e.g. January 1, 2020 through December 31, 2024).*

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11. **Outcome(s) of Interest (include ICD-9/10 codes of interest, if applicable):** *(e.g. Influenza-Like Illness; Acute Respiratory Infection: ICD-9-CM Codes: 079.99, 382.9, 460, 461.9, 465.xx, 487.xx, 488.xx, etc.; ICD-10-CM Codes: B97.89, H66.9, J00, J09.xx, J10.xx, J11.xx, etc.)*

12. **Case Definition(s) and Incidence Rule(s) (if applicable):** *(e.g. please refer to AFHSD case definitions, https://health.mil/Military-Health-Topics/Combat-Support/Armed-Forces-Health-Surveillance-Branch/Epidemiology-and-Analysis/Surveillance-Case-Definitions) .*
    - *__Case Definition__ of influenza-like illness is defined as:*
        - *One hospitalization with any of the defining diagnoses of "influenza-like illness" (see ICD9 and ICD10 code lists below) in any diagnostic position; or*
        - *One outpatient medical encounter with any of the defining diagnoses of "influenza-like illness" (see ICD9 and ICD10 code lists below) in any diagnostic position.*
    - *__Incidence Rules__ for influenza-like illness is, for individuals who meet the case definition:*
        - *The incidence date is considered the date of the first hospitalization or outpatient medical encounter that includes a defining diagnosis of influenza-like illness.*
        - *An individual can be an incident case only once per week.*

13. **Variables of Interest:** *(e.g. Demographic variables, Pre-, Post-Health Deployment, Post-Deployment Reassessment Questions, Deployment time, Outpatient encounters, Inpatient admissions, etc.).*

14. **Analysis/Metrics of Interest:** *(examples below)*
    - *Descriptive line listing*
    - *Measure of disease frequency (e.g. counts, rates, incidence, prevalence; proportions, ratios, proportions); and / or*
    - *Measures of association (absolute and relative measures of effect (risk ratio, odds ratio); and / or*
    - *Measures of significance inference (p-value, confidence limits)*

15. **Final Product Requested (please provide template):** (e.g. line listing with PII, de-identified line listing, aggregate table, statistical analysis).

16. **Data Output Format Preference:** *(e.g. SAS dataset, Excel file, Text file etc., other format).*

For additional information on data requests, please contact the Armed Forces Health Surveillance Division, Epidemiology and Analysis Branch at dha.ncr.health-surv.mbx.ea-reports@health.mil.