

## Data and Human Subjects Research Terminology

**Aggregate data:** data which relate to broad classes, groups, or categories, so that it is not possible to distinguish the properties of individuals within those classes, groups, or categories.

**Case-specific data:** data that provides comprehensive information about individuals within a group.

**Coordinator of External Research:** the Department employee, Research Supervisor in the Legislative and Research Division, designated by the Director to receive research proposal from external entities and ensure the proposals are reviewed in accordance with the applicable administrative regulations and related department procedures.

**De-identified data:** data with common identifiers such as names, dates of birth, phone numbers, social security numbers, addresses, etc. removed in order to eliminate the ability of an individual viewing the data to determine the identity of an individual.

**External request:** a request made by an outside organization or individual (including DJJ personnel completing a project outside of their job functions as part of an academic course).

**Human Research and Review Committee:** the committee established by the Department to oversee human research proposals and activities in accordance with 6VAC35-170-130 of the *Virginia Administrative Code* and § 32.1-162.19 of the *Code of Virginia*.

**Human subjects projects:** research or evaluations which involve interactions with any individuals under DJJ's care, custody, or supervision; a member of the family of such an individual; or an employee of the Department (includes programs and facilities regulated by the Board of Juvenile Justice if they do not have their own review procedures).

**Identifiable data:** case-specific data which includes information that someone could use to identify the individuals (e.g., names, dates of birth, phone numbers, social security numbers, addresses).

**Informed consent:** the knowing and voluntary agreement, without undue inducement or any element of force, fraud, deceit, duress, or other form of constraint or coercion, of a person who is capable of exercising free power of choice. Individuals over the age of 18 and legally authorized representatives can provide consent. Individuals under the age of 18 can provide assent; however, consent is also required in research involving minors.

**Internal request:** a request made by DJJ personnel as part of their job functions.

**Minimal risk:** the risks of harm anticipated in the proposed research are not greater, considering probability and magnitude, than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests.

**Principal researcher:** the person requesting case-specific data or proposing research who is responsible for the project.

**Research:** a systematic investigation that is designed to develop or contribute to generalized knowledge.