

# Project Milestones

## July – December 2018

- Developed and implemented a Data Use Agreement (DUA) between NYC DOE and NYC DOHMH
- Contracted tracing vendor.
- Established NYC DOHMH data management systems for the receiving, processing and analyses of the DOE Student Directory data.
- Developed and gained IRB approval of the protocol for human subject's research.
- Developed and disseminated DOE Public Notice required before Student Directory information can be released to the NYC DOHMH. Inclusion of an opt-out option was required to be included in the Public Notice. The Public Notice was disseminated via DOE website, newspapers, and social media.

## January – July 2019

- Transferred DOE student directory data to NYC DOHMH. Data assessed for quality and completeness then sent to the tracing vendor.
- Developed an informational brochure with WTCHP and Survivor Steering Committee input. The brochures were sent to candidate student participants explaining the rationale of the research to gauge interest in future participation.
- Developed tracing protocol and obtained IRB approval.

## July 2019 – September 2020

- Conducting vendor tracing activities and brochure mailings, evaluation of findings and completion of the final report.