

**The University of North Carolina at Chapel Hill, Carolina Population Center  
National Longitudinal Study of Adolescent Health  
Restricted Use Data Contract**

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**General Information and Checklists**

***Please read the entire package and return this completed checklist  
to ensure that you have included all of the required contract forms and supporting documents.***

Checklist for contract forms

- Investigator Information
- Agreement for the Use of Restricted-Use Data
- Investigator and Institutional Signatures Page
- Attachment A: Sensitive Data Security Plan
- Attachment B: Data File Order Form
  - Include explanations for requested constructed datasets
- Attachment C: Supplemental Agreement with Research Staff  
signed by Investigator and each Research Staff person
- Attachment D: Security Pledge(s) – one for each Research Staff person, signed
- Attachment E: List of Funding Agencies
- Attachment F: Description of Deductive Disclosure Risk

Checklist for supporting documents

- IRB approval of Sensitive Data Security Plan and the research project
- Nonrefundable processing fee (\$750) payable:
  - either by check to “The University of North Carolina at Chapel Hill” and sent to the address below
  - or by credit card: [https://www.cpc.unc.edu/projects/addhealth/data\\_use/order.php](https://www.cpc.unc.edu/projects/addhealth/data_use/order.php)

**PLEASE SEND TWO COPIES OF ALL PAGES OF THE CONTRACT.**

*Your contract will be processed when two copies of all parts, fully completed, have been received.*

**A FULLY EXECUTED CONTRACT WILL BE RETURNED TO YOU UPON APPROVAL.**

*Please allow a minimum of four weeks for processing.*

**Send completed package to:**

Add Health  
The University of North Carolina at Chapel Hill  
Carolina Population Center  
123 West Franklin Street  
Chapel Hill, NC 27516-2524

**Contact:**

Jodie Lee  
Add Health Contracts Administrator  
Phone: 919.966.2829  
Email: [jodie\\_lee@unc.edu](mailto:jodie_lee@unc.edu)

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Investigator Information

DATE	
NAME OF INVESTIGATOR	
INVESTIGATOR'S INSTITUTION	
DEPARTMENT	
STREET ADDRESS	<b>Note:</b> <i>Because data CDs will be shipped by 2<sup>nd</sup>-day trackable delivery, we cannot accept P.O. BOXES.</i>
CITY/STATE/ZIP CODE	
TELEPHONE	
FAX	
EMAIL	
TITLE OF RESEARCH PROJECT	

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**Agreement for the Use of Restricted-Use Data**

**I. Definitions**

- A. "The National Longitudinal Study of Adolescent Health" (hereinafter referred to as "Add Health") is the program project undertaken by the Carolina Population Center of The University of North Carolina at Chapel Hill (hereafter referred to as UNC-Chapel Hill) under Grant No. P01-HD31921 from the National Institute of Child Health and Human Development.
- B. "Investigator" is the person primarily responsible for supervision of the research project, security of the data, and use of sensitive data obtained through this Agreement.
- C. "Research Staff" are all persons, excluding Investigator, who will have access to sensitive data obtained through this Agreement.
- D. "Institution" is the university or research institution that employs Investigator and that is the signatory to this Agreement on behalf of Investigator.
- E. "Representative of Institution" is a person authorized to enter into contractual agreements on behalf of Institution.
- F. "Sensitive Data" includes any data from Add Health that might compromise the anonymity or privacy of respondents to that study. Because of the school-based study design, Add Health respondents (adolescents, parents, and schools) are at higher risk of deductive disclosure than randomly sampled individuals. Therefore, all data collected from Add Health are considered to be sensitive.
- G. "Data File" includes any form of data, whether on paper or electronic media.
- H. "Funding Agency" is a federal office or institute that provided funding for Add Health. Funding agencies are only the offices or institutes providing the funding; other divisions or institutes within the larger organization are not considered funding agencies.
- I. "Contract Period" is the three (3)-year period that begins within ten (10) working days of Add Health's receipt of two contracts bearing original signatures of appropriate UNC-Chapel Hill officials.
- J. "Processing Fee" is a nonrefundable payment of \$750 that covers the expenses of producing and shipping Data Files and codebooks, of consulting, and of administering this Agreement.

**II. Requirements of Investigators**

Investigators must meet the following criteria:

- A. Have a PhD or other terminal degree; and
- B. Hold a faculty appointment or research position at Institution

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**III. Requirements of Institution**

Institution must meet the following criteria:

- A. Be an institution of higher education, a research organization, or a government agency
- B. Have a demonstrated record of using sensitive data according to commonly accepted standards of research ethics

**IV. Obligations of Add Health**

In consideration of the promises made in Section V of this Agreement and of receipt of the monies noted in Section V. I., Add Health agrees to the following, once two copies of the completed contract have been received and Attachment A has been approved:

- A. To submit for review by the appropriate officials of UNC-Chapel Hill the two originals of this Agreement.
- B. To return one fully signed original to Investigator by first-class mail.
- C. To assign the effective dates of the three (3)-year Contract Period on the Institutional Signatures page. The initiation date will be within ten (10) working days of receipt of the signed originals from appropriate UNC-Chapel Hill officials.
- D. To provide the Data Files requested by Investigator in the Data File Order within a reasonable time frame following execution of this Agreement by appropriate officials of UNC-Chapel Hill and to send the requested Data Files to Investigator on a CD-ROM by second-day trackable delivery. All Data Files will be compressed and password protected.
- E. To provide codebooks which contain the origins, form, and general content of the Data Files sent to Investigator within the same time frame and manner as specified in paragraph D regarding the Data Files.
- F. To provide up to four (4) hours of consultation to Investigator and/or Research Staff regarding the origins, form, and general content of the Data Files, and regarding required and preferred techniques for data management of those Data Files. Further consultation is available for an additional fee.

**V. Obligations of the Investigator, Research Staff, and Institution**

Data provided under this Agreement shall be held by the Investigator, Research Staff, and Institution in strictest confidence and can be disclosed only in compliance with the terms of this Agreement.

In consideration of the promises contained in Section IV of this agreement, and for use of Data Files from Add Health, the Investigator, Research Staff, and Institution agree:

- A. That the Data Files will be used solely for statistical analyses: that no attempt will be made to identify specific individuals, families, households, schools, institutions, or geographic locations not provided by Add Health; and that no list of Sensitive Data at the individual or family level will be published or otherwise distributed.

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- B. That if the identity of any person, family, household, school, or institution should be discovered inadvertently, then:
1. No use will be made of this knowledge;
  2. Add Health will be advised of the incident within one (1) business day of Investigator's, Research Staff's, or Institution's discovery of the incident;
  3. The information that would identify the person, family, household, school, or institution will be safeguarded or destroyed as requested by Add Health and a written certification of destruction provided to Add Health; and
  4. No one else will be informed of the discovered identity.
- C. To avoid inadvertent disclosure of persons, families, or households by using the following guidelines in the release of statistics derived from the Data Files.
1. In no table should all cases in any row or column be found in a single cell.
  2. In no case should the total for a row or column of a cross-tabulation be fewer than three (3).
  3. In no case should a cell frequency of a cross-tabulation be fewer than three (3) cases.
  4. In no case should a quantity figure be based on fewer than three (3) cases.
  5. Data released should never permit disclosure when used in combination with other known data.
- D. That no persons other than those identified in this Agreement, or in amendments subsequent to this agreement, as Investigator or Research Staff, be permitted access to the contents of Data Files or any files derived from sensitive Data Files.
1. That within one (1) business day of becoming aware of any unauthorized access, use, or disclosure of Sensitive Data, the unauthorized access, use, or disclosure of Sensitive Data will be reported in writing to Add Health.
- E. To comply fully with the Sensitive Data Security Plan, which is included as Attachment A to this Agreement. The Sensitive Data Security Plan expires at the end of the Contract Period.
- F. To respond fully and in writing within ten (10) working days after receipt of any inquiry from Add Health regarding compliance with this Agreement or the expected date of completion of work with the Sensitive Data and any data derived therefrom.
- G. To make available for inspection by Add Health, during business hours, the physical housing and handling of all Data Files and any other information, written or electronic, relating to this Agreement.

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- H. To supply Add Health with two copies of each of the following:
1. Investigator Information form
  2. Agreement for the Use of Sensitive Data, each with original Institutional Signatures page
  3. Sensitive Data Security Plan (Attachment A)
  4. Data File Order with specific files requested, and explanatory statements for constructed datasets (if requested) (Attachment B)
  5. Supplemental Agreement with Research Staff for the Use of Sensitive Data signed by each Research Staff person (Attachment C)
  6. Security Pledges for the Investigator and each Research Staff person (Attachment D)
  7. List of Funding Agencies (Attachment E)
  8. Description of Deductive Disclosure Risk (Attachment F)
  9. A copy of the document, originated by the Investigator and signed by Institution's Institutional Review Board (IRB), approving the research project AND the secure use, storage, and handling of the Add Health Data Files outlined in the Sensitive Data Security Plan.
- I. To provide to UNC-Chapel Hill a nonrefundable processing fee in the amount of \$750. Payment may be made by check, payable to "The University of North Carolina at Chapel Hill," or by credit card through the Add Health website: [http://www.cpc.unc.edu/addhealth/data\\_use/order.php](http://www.cpc.unc.edu/addhealth/data_use/order.php). The nonrefundable processing fee will be used to cover the expenses of producing and shipping Data Files and codebooks, of consulting, and of administering this Agreement.

An exemption to the nonrefundable processing fee may be made if the request for Data Files is from an Investigator at one of the Add Health funding agencies or institutes. To request a waiver of the nonrefundable processing fee, please include a letter from the head of the funding agency requesting that the fee be waived.

- J. To include in each written report or other publication based on analysis of Sensitive Data from Add Health, the following statement:

This research uses data from Add Health, a program project designed by J. Richard Udry, Peter S. Bearman, and Kathleen Mullan Harris, and funded by a grant P01-HD31921 from the Eunice Kennedy Shriver National Institute of Child Health and Human Development, with cooperative funding from 17 other agencies. Special acknowledgment is due Ronald R. Rindfuss and Barbara Entwisle for assistance in the original design. Persons interested in obtaining Data Files from Add Health should contact Add Health, The University of North Carolina at Chapel Hill, Carolina Population Center, 123 W. Franklin Street, Chapel Hill, NC 27516-2524 ([addhealth@unc.edu](mailto:addhealth@unc.edu)). No direct support was received from grant P01-HD31921 for this analysis.

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- K. To destroy all Data Files at the originally approved site; submit a letter stating that all Add Health Data Files have been securely erased with the secure erasure program listed in the security plan for the originally approved site; and return all CDs containing Data Files, within thirty (30) days of the expiration of the Contract Period, as specified on the Institutional Signatures page, or to submit a renewal application. Add Health shall be able to visit within a year of contract termination, to confirm the data have been destroyed. This obligation of destruction shall not apply to Investigator's scholarly work produced during the Contract Period that is based upon or that incorporates the Sensitive Data.
- L. To notify Add Health in the event Investigator plans to separate from Institution during the Contract Period. Such notification must be in writing and must be received by Add Health at least six (6) weeks prior to Investigator's last day of employment with Institution. Investigator's separation from Institution will terminate this Agreement. Investigator may, however, reapply to receive Data Files from Add Health in Investigator's capacity as an employee of his or her new institution. No fee will be charged for the administration of this process.

Concurrent with Investigator's notice to Add Health regarding a pending separation from Institution, Investigator must:

1. Return the Data File CDs to Add Health at the following address:

Add Health  
Carolina Population Center  
123 W. Franklin St.  
Chapel Hill, NC 27599-8120

2. Destroy all electronic and paper files at the originally approved site prior to the date of relocation and submit a letter stating that all Add Health files have been securely erased with the secure erasure program listed in the security plan for the originally approved site. This obligation of destruction shall not apply to Investigator's scholarly work produced during the Contract Period that is based upon or that incorporates the Sensitive Data.
  3. Submit two complete copies of this Agreement signed by an official representative of Investigator's new institution.
- M. To obtain approval from Add Health prior to transferring this Agreement to another Investigator at the same Institution. No fee will be charged for the administration of this process. In order to obtain such approval, Investigator must:
1. Inform Add Health in writing six (6) weeks prior to the proposed date of transfer.
  2. Submit two complete copies of this Agreement signed by an official representative of Investigator's new institution.
  3. Maintain responsibility for the security of all Data File CDs until the transfer contract has been approved.

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- N. To submit annual reports to Add Health on or before each anniversary of the initial date of the Contract Period. Such reports must include:
1. A copy of the annual IRB approval for the research project
  2. A list of public presentations at professional meetings using results based on the Data Files
  3. A list of papers accepted for publication using these Data Files, with complete citations
  4. A list of grants that have been awarded for use of the Add Health Data Files
  5. A list of graduate students using the Add Health Data Files for dissertations or theses, the titles of these papers, and the dates of completion
  6. A current data user roster including the names of all research staff member(s) who have access to Data Files and their relationship(s) to the project

Such reports shall be signed by Investigator. Add Health reserves the right to terminate this Agreement in the event that the reports are not timely submitted.

- O. That Investigator and Institution hereby acknowledge that any breach of the confidentiality provisions herein will result in irreparable harm to The University of North Carolina at Chapel Hill that are not adequately compensable by money damages. Investigator, Research Staff, and Institution hereby agree to the imposition of injunctive relief in the event of breach, in addition to money damages. Should Investigator, Research Staff, or Institution commit a material breach of this agreement that is not cured within thirty (30) days after Investigator or Institution receives notice of such breach from Add Health, Add Health reserves the right to terminate the Agreement, in which case all electronic and paper files will be securely erased; a letter will be submitted by the Investigator, stating that all Add Health files have been securely erased with the secure erasure program listed in the security plan; and CDs containing Data Files are to be returned. Investigator, Research Staff, and Institution understand and agree that a violation of any of the terms and conditions of this Agreement may constitute a violation of state and federal statutes and may subject Investigator, Research Staff, and/or Institution to the criminal, civil, and administrative penalties associated with violations of those statutes, in addition to constituting a material breach of this Agreement with attendant legal liabilities.
- P. That Investigator and Institution agree to indemnify, defend, and hold harmless The University of North Carolina at Chapel Hill, Add Health, and the sources of Sensitive Data from any or all claims and losses accruing to any person, organization, or other legal entity as a result of Investigator's, Research Staff's and/or Institution's acts, omissions, or breaches of this Agreement.
- Q. That Institution shall ensure that Research Staff comply with the provisions of this Agreement.

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**VI. Certificate of Confidentiality**

Research subjects who participated in Add Health are protected by a certificate of confidentiality issued by the Department of Health and Human Services in accordance with the provisions of section 301(d) of the Public Health Service Act (42 U.S.C. § 241(d)). Institution is considered to be a contractor or cooperating agency of UNC-Chapel Hill under the terms of the Confidentiality Certificate; as such, Institution, Investigator, and Research Staff are authorized to protect the privacy of the individuals who are the subjects of Add Health by withholding their identifying characteristics from all persons not connected with the conduct of the study. Identifying characteristics are all Add Health Data Files which are defined as sensitive under the terms of this contract.

**VII. Incorporation by Reference**

The parties agree that the following documents are incorporated into this Agreement by reference:

- A. A copy of the IRB approval of the research project, taking into special consideration deductive disclosure risks.
- B. The Sensitive Data Security Plan proposed by Investigator and approved by Add Health.
- C. The Department of Health and Human Services Confidentiality Certificate, a copy of which will be sent with the signed contract.

**VIII. Attachments**

- A. Sensitive Data Security Plan for the Use of Restricted-Use Data from the National Longitudinal Study of Adolescent Health
- B. Data File Order for the Use of Sensitive Data from the National Longitudinal Study of Adolescent Health
- C. Supplemental Agreement with Research Staff for the Use of Sensitive Data from the National Longitudinal Study of Adolescent Health
- D. Security Pledge for the Use of Sensitive Data from the National Longitudinal Study of Adolescent Health
- E. List of Funding Agencies for the National Longitudinal Study of Adolescent Health
- F. Description of Deductive Disclosure Risk from the National Longitudinal Study of Adolescent Health

**IX. Miscellaneous**

- A. The laws of North Carolina shall govern the validity and interpretation of the provisions, terms and conditions of the Agreement. In the event the parties are unable to resolve any dispute relating to this agreement, all suits, actions, claims, and causes of action relating to this Agreement shall be brought in the courts of the State of North Carolina.

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- B. All notices, contractual correspondence, and return of data under this Agreement on behalf of the Investigator shall be made in writing and delivered to the address below:

Add Health  
The University of North Carolina at Chapel Hill  
Carolina Population Center  
123 W. Franklin St.  
Chapel Hill, NC 27599-8120

- C. Provisions of Data Files, all notices, and contractual correspondence under this Agreement on behalf of Add Health shall be made in writing and delivered to Investigator at the address listed on the Institutional Signatures page.
- D. This Agreement shall be effective for the dates indicated on the Institutional Signatures page.
- E. The respective rights and obligations of Add Health and Investigator, Research Staff, and Institution pursuant to this Agreement shall survive termination of this agreement.
- F. In the event of a material breach of this Agreement by the Investigator, Research Staff, or Institution, Add Health may terminate this Agreement by providing written notice to Investigator and Institution. In this event, Add Health will not be required to refund of any portion of the nonrefundable \$750 processing fee.
- G. This Agreement may be amended or modified only by the mutual written consent of the authorized representatives of Add Health and Investigator and Institution. Both parties agree to amend this Agreement to the extent amendment is necessary to comply with the requirements of any applicable regulatory authority.
- H. This Agreement contains all of the terms and conditions agreed upon by the parties regarding the subject matter of this Agreement and supersedes any prior agreements, oral or written, and all other communications between the parties relating to such subject matters.
- I. The persons signing this Agreement have the right and authority to execute this Agreement, and no further approvals are necessary to create a binding agreement.
- J. The obligations of Investigator, Research Staff, and Institution set forth within this Agreement may not be assigned or otherwise transferred without the express written consent of Add Health.
- K. Add Health's existing ownership rights in its intellectual property, including its Sensitive Data and the Data Files, are not affected by this Agreement. Except as expressly set forth herein, no right, license, title, or interest in any of Add Health's intellectual property or in any invention, process, or product arising out of its intellectual property is granted or implied, whether or not patented or patentable.
- L. This Agreement may be executed in one or more counterparts (facsimile transmission or otherwise), each of which counterpart shall be deemed an original Agreement and all of which shall constitute but one Agreement.
- M. The parties' electronic signatures shall be the legally binding equivalent of a handwritten signature.
- N. Institution hereby appoints Investigator as its designated representative to execute, on behalf of Investigator and Institution, additional forms pursuant to this Agreement. Such forms include Attachments A, B, C, and D.

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Investigator and Institutional Signatures

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Investigator

Institutional Representative

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE

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NAME TYPED OR PRINTED

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STREET ADDRESS

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CITY, STATE ZIP

\_\_\_\_\_  
CITY, STATE ZIP

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Representative of Add Health

Representative of UNC-CH

\_\_\_\_\_  
SIGNATURE DATE

Kathleen Mullan Harris  
Principal Investigator  
Carolina Population Center  
123 West Franklin Street  
Chapel Hill, NC 27516-2524

\_\_\_\_\_  
SIGNATURE DATE

Tony G. Waldrop  
Vice Chancellor: Research and Economic Development  
Office of Sponsored Research  
University of North Carolina at Chapel Hill  
104 Airport Drive, CB#1350  
Chapel Hill, NC 27599-1350

**For Add Health Use Only:**

Security Plan & Contract Period: \_\_\_\_\_ through \_\_\_\_\_

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**Instructions for Completing Attachment A: Sensitive Data Security Plan**

Below are a number of different locations where you might choose to store the Add Health data. Please make your selection and then read the associated document "How to secure ..." from our web site to see the essential components of a good security plan for that location. Submit the completed Attachment A: Form to Describe Sensitive Data Security Plan for your location.

If your location is not listed, or if you need assistance with the security plan, please email [addhealth@unc.edu](mailto:addhealth@unc.edu).

**Data Stored on a Stand-Alone Computer**

A stand-alone computer is one that is in no way connected to another computer or networked device such as a switch, hub, or router.

The security plan form and information on how to secure a stand-alone computer are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/standalone>.

**Data Stored on an External Hard Drive**

The external hard drive is a modified version of the stand-alone computer, in effect keeping the Add Health data off the Internet or a local area network (LAN).

The security plan form and information on how to secure an external hard drive are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/externaldrive>

**Data Stored on a Computer Connected to a Private Network**

A private network is two or more computers and/or network devices (e.g., printer, switch, hub, router) that are not connected in any way to the Internet or a LAN.

The security plan form and information on how to secure a computer connected to a private network are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/privatenetwork>

**Data Stored on a Windows Computer Connected to Network**

A network is two or more computers and/or network devices (e.g., printer, switch, hub, router) that are connected to the Internet or a LAN.

The security plan form and information on how to secure a Windows computer connected to a network are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/windowsnetwork>

**Data Stored on a Macintosh Computer Connected to Network**

A network is two or more computers and/or network devices (e.g., printer, switch, hub, router) that are connected to the Internet or a LAN.

The security plan form and information on how to secure a Macintosh computer connected to a network are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/macnetwork>

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**Instructions for Completing Attachment A: Sensitive Data Security Plan  
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**Data Stored on a Windows 2000/.NET Server**

Because the Windows 2000/.NET server is connected to the Internet or to a local or wide area network, the emphasis for securing the data on this server is placed on physical security of the server, controlling access to the data, and protecting the data from unauthorized access across the wire.

The security plan form and information on how to secure a Windows 2000/.NET server are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/win2000server>

**Data Stored on a NetWare 5 or 6 Server**

Because the NetWare server is connected to the Internet or to a local or wide area network, the emphasis for securing the data on this server is placed on physical security of the server, controlling access to the data, and protecting the data from unauthorized access across the wire.

The security plan form and information on how to secure a NetWare 5 or 6 server are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/netwareserver>

**Data Stored on a Unix or Linux Server**

Guidelines for securing a server that is running a version of the Unix or Linux operating system.

The security plan form and information on how to secure a Unix or Linux server are available at <http://www.cpc.unc.edu/projects/addhealth/data/restricteduse/security/unixlinux>

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**Attachment B: Data File Order Form**

- Data will be delivered as a SAS export file.
- Data will be sent on a CD by second day, trackable delivery and the Investigator will be notified by email when the data are shipped.
  - All data will be compressed and password protected.
  - Codebooks will be delivered in electronic form on a CD.

CONTACT PERSON	INVESTIGATOR'S NAME
CONTACT PERSON'S EMAIL	INVESTIGATOR'S SIGNATURE
	DATE OF SIGNATURE

**The following data will be sent automatically, upon execution of your contract:**

In-home Interview Files

- Wave I
- Wave II
- Wave III

School Files

- Wave I School Administrator
- Wave II School Administrator
- School Information
- In-School Questionnaire

**The constructed datasets listed below are available by special request.**

*In order to receive one or more of these datasets,  
**please attach a brief statement explaining the necessity and relevance of the data to your research agenda.***

School Files

- School Network
- Network Structure

Friend Files

- In-School Nominations
- Wave I In-Home Nominations
- Wave II In-Home Nominations
- Wave III Friend IDs

Sibling Files

- Adolescent Pair Data
- Wave III Sibling IDs

Contextual Files

- Waves I, II and III Contextual
- Waves I, II and III Grouping
- Spatial

Wave I Contextual Supplemental Files

- Climate
- Population Density
- Weather

Wave III Supplemental Files

- Urinalysis
- ASHA Call
- HPV MGEN
- Mentor Codes
- BEM Scores
- Cotinine

Genetic Files

- Wave III DNA Results

Education Files

- Academic Courses
- Academic Networks
- Context
- Course Level
- Curriculum
- Linking
- Primary
- Transition
- Weights

Weight Files

- Weight Components
- HPV MGEN Weights

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**Description of Data Files**

**Wave I In-home**—A merged file containing the Wave I In-home Interview data, the Parent Questionnaire data (when available), the In-school Questionnaire data (when available), and the Add Health Picture Vocabulary Test (when available), collected in 1994-1995, weights included.

**Wave II In-home**—Data collected during the 1996 in-home interview, and weights included.

**Wave III In-home**—Respondent-level data collected during the 2001-2002 in-home interview includes field interviewer characteristics, AHPVT, and weights.

**Wave I School Administrator**—Information from the Wave I self-administered questionnaire answered by an administrator at the school.

**Wave II School Administrator**—Information from the Wave II phone-administered interview answered by an administrator at the school.

**School Information**—Additional information about the individual schools.

**In-school Questionnaire**—Adolescent responses to the In-school Questionnaire administered September 1994 through April 1995.

**School Files**

**School Network**—Network variables constructed from the in-school questionnaire data and friendship nominations.

**Network Structure**—For each school pair, these files contain a valued friendship network and information on sex, grade in school, race, school pair, and total number of nominations made, including those to non-matchable or out-of-school friends. The files are stored as arc/edge lists in the PAJEK.PAJ format. Information on this freely available network software is at <http://vlado.fmf.uni-lj.si/pub/networks/pajek/>.

**Friend Files**

**In-School Nominations**—Identification numbers of the friends that the respondent nominated during the in-school questionnaire.

**Wave I In-home Nominations**—Identification numbers of the friends that the respondent nominated during the Wave I in-home interview.

**Wave II In-home Nominations**—Identification numbers of the friends that the respondent nominated during the Wave II in-home interview.

**Wave III Friend IDs**—In Wave III, respondents in the 7th or 8th grade at Wave I were asked to identify, from a list of 10 computer-generated names, which ones were current friends or which ones were their friends when they were in school together. This dataset contains the IDs of the 10 computer-generated names.

**Sibling Files**

**Adolescent Pair Data**—Information that links and describes the sibling pairs.

**Wave III Sibling IDs**—In Wave III, respondents were asked questions about their siblings who also participated in the Wave I or II in-home interviews; this dataset contains the IDs for these siblings.

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**Description of Data Files**

*(continued)*

**Contextual Files**

**Waves I, II and III Contextual**—Community contextual variables based on state, county, tract, and block group levels derived from the Waves I, II and III addresses.

**Waves I, II and III Grouping**—Pseudo state, county, tract, and block group variables that allow respondents to be aggregated geographically based on Waves I, II and III addresses.

**Spatial**—X, Y coordinates that can be used to calculate distances between friends in a school community.

**Wave I Contextual Supplemental Files**

**Climate**—This file contains climate data for each Wave I respondent based on the nearest climate station. Information is available on precipitation, total snowfall, sky cover, temperature, and total hours of sunshine.

**Population Density**—The Wave I population density file contains the proportion of 1990 U.S. Census block group population and area (in square meters) within 1, 3, 5, and 8.04672 km (5 mi) of each Wave I respondent.

**Weather**—This file contains weather data for each Add Health Wave I respondent based on the nearest weather station reporting data for the corresponding survey month and year.

**Wave III Supplemental Files**

**Urinalysis**—This file contains nitrate, specific gravity, pH level, white blood cells, protein, glucose, ketone, urobilinogen, bilirubin, microalbumin, urine creatinine, and blood values from the Wave III urine specimens.

**ASHA Call**—To receive the results of their STD assays, Wave III respondents called an Add Health dedicated number at the American Social Health Association. This file provides information on who called the results hotline and the date and time of the call.

**HPV MGEN**—Assay results for human papillomavirus and mycoplasma genitalium are available for a subset of the Wave III respondents who provided a urine sample.

**Mentor Codes**—For Wave III respondents who reported having a mentor, the open-ended responses to the question “How did {HE/SHE} help you?” have been coded and are available in this file.

**BEM Scores**—The masculinity and femininity raw and standard scores from the 30 item short form BEM Sex-Role Inventory are available in this file.

**Cotinine**—This file contains the cotinine and 3-hydroxycotinine assay values for 963 Wave III respondents.

**Genetic Files**

**DNA Results**—Twin and full siblings interviewed at Wave III were asked to provide saliva samples for DNA analysis. This file contains the genotype values for DAT1 (dopamine transporter), DRD4 (dopamine receptor), and SLC6A4 (serotonin transporter), MAOA\_V (monoamine oxidase A-uVNTR), DRD2 (dopamine D2 receptor), and CYP2A6 (cytochrome P450 2A6) from these samples. Also included are values for the following SNPs: rs2304297, rs892413, rs4950, rs13280604.

**Education Files**

**Academic Courses**—These files contain academic status and/or performance indicators for math, science, foreign language, English, history, social sciences, physical education, and a combined overall category.

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**Description of Data Files**

*(continued)*

**Academic Networks**—The Network files provide information on social networks based on the respondents' course-taking patterns.

**Context**—School level contextual data are from the Common Core of Data (CCD), Private School Survey (PSS), the 1990 and 2000 Census, and the Office of Civil Rights.

**Course-Level**—The data in this file are needed for merging the course-level curriculum data with other Education Files.

**Curriculum**—These math and science curriculum data are derived from coding the textbooks schools reported using for each course offered in these two subjects.

**Linking**—This file contains variables designed to link transcript data to academic or school years and to Add Health.

**Primary**—The Primary Component contains several types of indicators based on information collected from participating schools and listed directly on student transcripts such as student exit or graduation status and materials gathered from schools during the data collection process.

**Transition**—This file contains variables explaining the respondents' movement through the educational system.

**Weights**—This file contains weights for the education data along with the school weights needed for HLM analyses.

**Weight Files**

**Weight Components**—A weight component for each level of sampling (school and adolescents) has been created for each wave of data collection. This file contains the weight components needed for computing multilevel weights.

**HPV MGEN Weights**—Sample weights for respondents with HPV and MGEN assay results are in this file.

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**Attachment C: Supplemental Agreement with Research Staff**

- I. The undersigned Research Staff, in consideration of their use of sensitive data from the National Longitudinal Study of Adolescent Health, agree:
  - A. That they have read the associated Agreement for the Use of Sensitive Data from the National Longitudinal Study of Adolescent Health and the Sensitive Data Security Plan.
  - B. That they are "Research Staff" within the meaning of the Agreement.
  - C. To comply fully with the terms of the Agreement, including the Sensitive Data Security Plan.
- II. The undersigned Investigator agrees that the persons designated herein are Research Staff within the meaning of the associated Agreement for the Use of Sensitive Data from the National Longitudinal Study of Adolescent Health.
- III. Investigator agrees to ensure that each Research Staff person signs this Supplemental Agreement and an individual Security Pledge (Attachment D).

**Research Staff**

NAME TYPED OR PRINTED	SIGNATURE	DATE
NAME TYPED OR PRINTED	SIGNATURE	DATE
NAME TYPED OR PRINTED	SIGNATURE	DATE
NAME TYPED OR PRINTED	SIGNATURE	DATE
NAME TYPED OR PRINTED	SIGNATURE	DATE
NAME TYPED OR PRINTED	SIGNATURE	DATE

**Investigator**

NAME TYPED OR PRINTED	SIGNATURE	DATE
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**Attachment D: Security Pledge**

Pledge of Confidentiality

I, \_\_\_\_\_, through my involvement with and work on my project  
TYPE OR PRINT YOUR NAME

will have access to Sensitive Data collected by the National Longitudinal Study of Adolescent Health (Add Health). By virtue of my affiliation with this project, I have access to Sensitive Data about respondents generally perceived as personal and private. I understand that access to this Sensitive Data carries with it a responsibility to guard against unauthorized use and to abide by the Sensitive Data Security Plan. To treat information as confidential means to not divulge it to anyone who is not a project member, or cause it to be accessible to anyone who is not a project member. Anything not specifically named as "public information" is considered confidential.

***Disclosing confidential information from Add Health directly or allowing non-authorized access to such information may subject you to criminal prosecution and/or civil recovery and may violate the code of research ethics of your institution.***

I agree to fulfill my responsibilities on this project in accordance with the following guidelines:

1. I agree not to permit non-project personnel access to these Sensitive Data, in either electronic or paper copy.
2. I agree to not attempt to identify individuals, families, households, schools, or institutions.
3. I agree that in the event the identity of an individual, family, household, school, or institution is discovered inadvertently, I will (a) make no use of this knowledge, (b) advise the Investigator of the incident who will report it to Kathleen Mullan Harris within one (1) business day of discovery, (c) safeguard or destroy the information as directed by the Investigator after consultation with Kathleen Mullan Harris, and (d) not inform any other person of the discovered identity.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

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Updates and corrections to the Add Health data and codebooks  
will only be distributed through the Add Health list server.

EMAIL:

\_\_\_\_\_  
PROVIDE YOUR EMAIL ADDRESS TO SUBSCRIBE TO THIS LIST SERVER

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**Attachment E: List of Funding Agencies**

National Cancer Institute

National Center for Health Statistics, Centers for Disease Control and Prevention, DHHS

National Center for Injury Prevention and Control, Centers for Disease Control and Prevention, DHHS

National Center for Minority Health and Health Disparities

National Institute on Aging

National Institute of Allergy and Infectious Diseases

National Institute of Deafness and Other Communication Disorders

National Institute of General Medical Sciences

National Institute of Mental Health

National Institute of Nursing Research

National Institute on Alcohol Abuse and Alcoholism

National Institute on Drug Abuse

National Science Foundation

Office of AIDS Research, National Institutes of Health, NIH

Office of the Assistant Secretary for Planning and Evaluation, DHHS

Office of Behavioral and Social Science Research, NIH

Office of the Director, NIH

Office of Minority Health, Centers for Disease Control and Prevention, DHHS

Office of Minority Health, Office of Public Health and Science, DHHS

Office of Population Affairs, DHHS

Office of Research on Women's Health, NIH

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**Attachment F: Description of Deductive Disclosure Risk**

The problem of deductive disclosure of an individual respondent's identity has become a major concern of federal agencies, researchers, and Institutional Review Boards in the recent past. In essence, deductive disclosure is the discerning of an individual respondent's identity and responses through the use of known characteristics of that individual. This is not unique to Add Health—if a person is known to have participated in ANY survey, then a combination of his or her personal characteristics will allow an individual to determine which record corresponds to that individual. For example, in the Add Health in-school dataset of more than 90,000 cases, a cross-tabulation of five variables can distinguish an individual record.

The Add Health data is more sensitive than many other datasets to deductive disclosure. This is due, in part, to the clustered research design. Add Health surveyed all students in grades 7 through 12 in a pair of schools in each of 80 communities in the United States. The in-school questionnaires were administered by teachers at each school. More than 120,000 students were enrolled in these schools. Informational letters were sent to parents prior to the administration date via students and post. Assuming that most students live with two other persons (parents and/or siblings), 360,000 people know of the participation of at least one, if not many, of the adolescents attending the selected schools. Additionally, approximately 5,000 school administrators, staff and teachers were involved in the in-school data collection efforts.

The in-home selection process increased the number of persons aware of Add Health: about 5,000 participants in the in-home component had not completed an In-School Questionnaire. (Participation in the in-school session was not a prerequisite for eligibility, only the presence of an adolescent's name on the school enrollment roster.)

Given the large number of people who know someone who, they know, participated in Add Health, researchers who use the Add Health Contractual Dataset are obligated to protect respondents from deductive disclosure risk by taking extraordinary precautions to protect the data from non-authorized use. Precautions include, but are not limited to: copying the original dataset only once and storing the original CD-ROM in a locked drawer or file cabinet; saving the computer programs used to construct analysis data files, but not the Data Files themselves; retrieving paper printouts immediately upon output; shredding printouts no longer in use; password protecting Add Health data; signing pledges of confidentiality; and using the data solely for statistical reporting and analysis.