



**T1D Exchange QI Collaborative**  
**Data Governance Committee Charter**  
Last Updated: May 16, 2024

**Purpose**

T1D Exchange Quality Improvement Collaborative (“T1DX-QI”) established a Data Governance Committee (DGC) to guide the optimization of the use of healthcare data generated by the QI Collaborative for clinical outcome improvements. This data asset requires oversight and coordination to ensure they are managed appropriately, both in pursuit of our mission and aims and with respect to ethical and regulatory compliance in their uses.

The purpose of the DGC is to expand research and QI focus through academic and industry support for projects and support collaborative viability by:

- Reviewing new EMR data-based industry/sponsored project proposals
- Monitoring ongoing sponsored projects
- Brainstorming/proposing new industry partnerships with T1DX-QI

**Structure and Processes**

**A. Membership**

Members will consist of faculty and subject-matter experts actively working for and committed to pediatric, adult, and older adult populations with diabetes and interested in reviewing and updating T1D Exchange data assets.

**1. Committee Co-Chair Terms**

Co-chairs serve two-year terms to lead the T1DX-QI DGC. Whenever possible, the Committee will be led by one pediatric and one adult provider.

New co-chairs are identified through a peer- and self-nomination process and ideally are already existing members of the Committee. In the event no nominations are received, current co-chairs may outreach to potential candidates to encourage their nominations. If no existing members are nominated, or nominees are brand new to the Committee, retiring and newly appointed co-chairs may overlap terms to support Committee work and sustainability.

**B. Meetings**

The Committee will meet at least quarterly. In-person meetings will be scheduled ad hoc depending on the workflow and member consensus.

**C. Responsibilities and Duties**

The following functions are expected to be the common recurring activities of the Committee in carrying out its responsibilities. These functions should serve as a guide with the understanding that the Committee may carry out additional functions and set priorities and procedures.

The Committee will strive for balance between regulatory compliance, fiscal



responsibility, and system quality, to promote the sustainability of population health management tools and resources accessible to the T1DX-QI. They will evaluate, respond to, and prioritize issues and enhanced opportunities following the Data Governance Committee Review Process (Appendix A). If the data request is from the FDA, the T1DX-QI DGC reserves the right to review analysis results and approve content by a quorum of Committee members. If the request is from a national organization (i.e., CDC, NIH, HHS), the data request and analysis results minimally require co-chair review.

To support these activities:

**Committee co-chairs will:**

- Contribute to the long-term vision of Committee goals and deliverables.
- Facilitate conversations with Committee members on data proposals, ongoing project updates, and exploring potential partnership opportunities.
- Develop meeting agendas.

**Committee members will:**

- Attend quarterly meetings.
- Create and refine procedure for data sharing.
- Provide feedback on data use requests and current projects.
- Approve relevant data use requests.
- Review IRB and data use protocols.
- Support the research and QI focus of the collaborative by promoting opportunities for potential sponsored partnerships.

**T1DX team members will:**

- Support with meeting scheduling, logistics, minutes, and recordings
- Maintain the Data Governance Committee [website](#) with up-to-date information and documentation

**D. Conflicts of Interest**

The Committee members must abide by T1D Exchange's conflict of interest policy. They are requested to disclose all financial interests and working relationships with any entity whose financial interests potentially could be affected by the conduct or outcome of T1D Exchange activities; including all relationships that might have a bearing on his/her role or the perception of this role.

**E. Confidentiality**

The Committee members will keep the material reviewed and deliberations of the Committee strictly confidential. If a Committee member has uncertainty about whether an issue or materials should be kept confidential, this should be discussed with the Chief Medical Officer of T1D Exchange Inc.

## Appendix A: Data Governance Committee Review Processes

T1DX-QI/T2DX-QI Data Governance Committee (DGC) Data Project Approval Process

