

## **Process for Eligible NIH Employees to Request Access to Genomic Data in dbGaP**

In order to obtain access to genomic data in dbGaP that is available through controlled access, eligible NIH Institute and Center (IC) intramural scientists and IC extramural program scientific staff must first obtain the approval of their IC.

**Eligible Intramural Scientists.** Eligible intramural scientists must be tenured or in a tenure-track position; senior investigators, senior scientists or senior clinicians; or adjunct investigators. Eligible intramural scientists may initiate a request for access to genomic data by completing the attached form and obtaining approvals from:

- 1) your supervisor;
- 2) your IC's Scientific Director; and
- 3) either your IC Director or your IC's designated Signing Official.

**Eligible Extramural Scientific Staff.** IC extramural scientific staff are eligible if they: have administrative responsibility for the data; have substantial research involvement in the award that generated the data; or need access to carry out research unrelated to their portfolio management responsibilities. Eligible extramural scientific staff may initiate a request for access to genomic data by completing the attached form and obtaining approvals from:

- 1) your supervisor;
- 2) your Division Director; and
- 3) either your IC Director or your IC's designated Signing Official.

After completing the form and obtaining the necessary signatures, please scan the form and email the pdf document to the attention of the Genomic Data Sharing Policy Staff at [GWAS@nih.gov](mailto:GWAS@nih.gov). You may also fax the form to 301-496-9839.

Once your completed form is submitted, you will be registered in the dbGaP system as an approved user and will be notified by email when you can proceed to submit data access requests to dbGaP via its authorized access system at <https://dbgap.ncbi.nlm.nih.gov/aa/wga.cgi?page=login>.

## Permission Form for NIH Staff Access to Controlled Data in dbGaP

Name: \_\_\_\_\_ Title: \_\_\_\_\_

NIH ID Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### For Intramural Principal Investigator

1. Professional Designation:

- Tenure-track Investigator
- Senior Scientist/Investigator/Clinician
- Adjunct Investigator

2. Supervisor Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

3. IC Scientific Director Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

4. IC Director or Signing Official Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature/Date: \_\_\_\_\_ Date: \_\_\_\_\_

### For Extramural Scientific Staff

1. Reason for seeking access:

- Administrative responsibility for GWAS data
- Substantial research involvement in the award that generated the data
- Need access to carry out research unrelated to portfolio management responsibilities

2.  My supervisor will provide oversight for my use of the dbGaP data

3. Supervisor Name \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

4. Division Director Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

5. IC Director or Signing Official Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Instructions:** Scan and email the completed form, including signatures, to the GWAS mailbox: [GWAS@nih.gov](mailto:GWAS@nih.gov) or fax it to: 301-496-9839, Attention: Genomic Data Sharing Policy Staff.

**NIH Institute and Center (IC) Directors and Intramural Research Program (IRP)  
Scientific Directors (SD) and Signing Official (SO)**

**NIH Institutes**

**National Cancer Institute (NCI)**

*Center for Cancer Research*

**SO&SD:** Robert H. Wiltrout, Ph.D., Director, Center for Cancer Research.....[wiltrout@mail.nih.gov](mailto:wiltrout@mail.nih.gov)

*Center for Strategic Scientific Initiatives*

**SO&SD:** Doug Lowy, M.D., Director (Acting), Center for Strategic Scientific Initiatives.....[drl@helix.nih.gov](mailto:drl@helix.nih.gov)

*All other NCI divisions*

**SO&SD:** Joseph F. Fraumeni, M.D., Director, Division of Cancer Epidemiology and Genetics.....[fraumeni@nih.gov](mailto:fraumeni@nih.gov)

**National Eye Institute (NEI)**

**SO:** Paul A. Sieving, M.D., Ph.D., Institute Director .....[ps261o@nih.gov](mailto:ps261o@nih.gov)

**SD:** Sheldon Miller, Ph.D. ....[millers@nei.nih.gov](mailto:millers@nei.nih.gov)

**National Heart, Lung, and Blood Institute (NHLBI)**

**SO:** Susan B. Shurin, M.D., Institute Director (Acting).....[ss1054c@nih.gov](mailto:ss1054c@nih.gov)

**SD:** Robert S. Balaban, Ph.D. ....[balabanr@nhlbi.nih.gov](mailto:balabanr@nhlbi.nih.gov)

**National Human Genome Research Institute (NHGRI)**

**SO&SD:** Dan Kastner, M.D., Ph.D., Scientific Director .....[kastnerd@mail.nih.gov](mailto:kastnerd@mail.nih.gov)

**National Institute on Aging (NIA)**

**SO:** Richard J. Hodes, M.D., Institute Director .....[hodesr@31.nia.nih.gov](mailto:hodesr@31.nia.nih.gov)

**SD:** Luigi Ferrucci, M.D.....[ferrucciLu@grc.nia.nih.gov](mailto:ferrucciLu@grc.nia.nih.gov)

**National Institute on Alcohol Abuse and Alcoholism (NIAAA)**

**SO:** Kenneth R. Warren, Ph.D., Institute Director (Acting).....[kwarren@mail.nih.gov](mailto:kwarren@mail.nih.gov)

**SD:** George Kunos, M.D., Ph.D. ....[gkunos@mail.nih.gov](mailto:gkunos@mail.nih.gov)

**National Institute of Allergy and Infectious Diseases (NIAID)**

**SO:** Hugh Auchincloss, M.D., Principal Deputy Director .....[auchinclossh@mail.nih.gov](mailto:auchinclossh@mail.nih.gov)

**SD:** Kathy C. Zoon, Ph.D. ....[kz15m@nih.gov](mailto:kz15m@nih.gov)

**National Institute of Arthritis and Musculoskeletal and Skin Diseases (NIAMS)**

**SO&SD:** John J. O'Shea, M.D., Scientific Director .....[osheajo@mail.nih.gov](mailto:osheajo@mail.nih.gov)

**NIH Institute and Center (IC) Directors and Intramural Research Program (IRP)  
Scientific Directors (SD) and Signing Official (SO)**

**National Institute of Biomedical Imaging and Bioengineering (NIBIB)**

**IC Director:** Roderic I. Pettigrew, M.D., Ph.D. .... [roderic.pettigrew@nih.gov](mailto:roderic.pettigrew@nih.gov)

**SD:** Richard Leapman, Ph.D. .... [leapmanr@mail.nih.gov](mailto:leapmanr@mail.nih.gov)

**Eunice Kennedy Shriver National Institute of Child Health and Human Development (NICHD)**

**SO:** Alan E. Guttmacher, M.D., Institute Director. .... [guttmach@mail.nih.gov](mailto:guttmach@mail.nih.gov)

**SD:** Constantine Stratakis, M.D. .... [stratakc@mail.nih.gov](mailto:stratakc@mail.nih.gov)

**National Institute on Deafness and Other Communication Disorders (NIDCD)**

**IC Director:** James Battey, Jr., M.D., Ph.D. .... [batteyj@mail.nih.gov](mailto:batteyj@mail.nih.gov)

**SD:** Andrew J. Griffith, M.D., Ph.D. .... [griffita@nidcd.nih.gov](mailto:griffita@nidcd.nih.gov)

**National Institute of Dental and Craniofacial Research (NIDCR)**

**SO:** Martha J. Somerman, D.D.S., Ph.D., Institute Director ..... [somermanmj@mail.nih.gov](mailto:somermanmj@mail.nih.gov)

**SD:** Robert C. Angerer, M.D. .... [ra210z@nih.gov](mailto:ra210z@nih.gov)

**National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK)**

**SO:** Griffin P. Rodgers, M.D., Institute Director ..... [GriffinR@extra.niddk.nih.gov](mailto:GriffinR@extra.niddk.nih.gov)

**SD:** James E. Balow, M.D. .... [jimb@mail.nih.gov](mailto:jimb@mail.nih.gov)

**National Institute on Drug Abuse (NIDA)**

**SO:** Nora D. Volkow, M.D., Institute Director ..... [nv29q@nih.gov](mailto:nv29q@nih.gov)

**SD:** Antonello Bonci, M.D. .... [boncia@mail.nih.gov](mailto:boncia@mail.nih.gov)

**National Institute of Environmental Health Sciences (NIEHS)**

**SO:** David Fargo, Ph.D., Bioinformatics Information Specialist ..... [fargod@mail.nih.gov](mailto:fargod@mail.nih.gov)

**SD:** Darryl Zeldin, M.D. .... [zeldin@niehs.nih.gov](mailto:zeldin@niehs.nih.gov)

**National Institute of General Medical Sciences (NIGMS)**

**SO:** Judith H. Greenberg, Ph.D., Institute Director (Acting) ..... [greenbej@nigms.nih.gov](mailto:greenbej@nigms.nih.gov)

**National Institute of Mental Health (NIMH)**

**SO&SD:** Philip Wang, M.D., Dr.PH., Scientific Director (Acting), ..... [wangphi@mail.nih.gov](mailto:wangphi@mail.nih.gov)

**NIH Institute and Center (IC) Directors and Intramural Research Program (IRP)  
Scientific Directors (SD) and Signing Official (SO)**

**National Institute on Minority Health and Health Disparities (NIMHD)**

**SO&SD:** John Ruffin, Ph.D., Institute Director .....[ruffinj@ncmhd.nih.gov](mailto:ruffinj@ncmhd.nih.gov)

**National Institute of Neurological Disorders and Stroke (NINDS)**

**SO&SD:** Alan P. Koretsky, Ph.D., Scientific Director ..... [koretskya@ninds.nih.gov](mailto:koretskya@ninds.nih.gov)

**National Institute of Nursing Research (NINR)**

**IC Director:** Patricia A. Grady, Ph.D., R.N., F.A.A.N. .... [gradyp@mail.nih.gov](mailto:gradyp@mail.nih.gov)

**SD:** Raymond Dionne, D.D.S., Ph.D. .... [dionner@mail.nih.gov](mailto:dionner@mail.nih.gov)

**National Library of Medicine (NLM)/National Center for Biotechnology Information (NCBI)**

**SO&SD:** David L. Lipman, M.D., Director ..... [lipman@ncbi.nlm.nih.gov](mailto:lipman@ncbi.nlm.nih.gov)

**NIH Centers<sup>1</sup>**

**National Center for Complementary and Alternative Medicine (NCCAM)**

**IC Director:** Josephine P. Briggs, M.D. .... [briggsj@mail.nih.gov](mailto:briggsj@mail.nih.gov)

**SD:** Robert B. Nussenblatt, M.D. .... [DrBob@nei.nih.gov](mailto:DrBob@nei.nih.gov)

**NIH Clinical Center (CC)**

**SO&SD:** David K. Henderson, M.D., Deputy Director for Clinical Care .....[dhenderson@mail.cc.nih.gov](mailto:dhenderson@mail.cc.nih.gov)

---

<sup>1</sup> Center for Information Technology, Center for Scientific Review, Fogarty International Center, and the National Center for Research Resources do not have intramural research divisions and are not included on this list.