

Plan Overview

A Data Management Plan created using DMPTool-Stage

Title: Descriptive research on COVID-19 materials provided to Medical Advisory Team

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Funder: Digital Curation Centre (dcc.ac.uk)

Template: Digital Curation Centre

Project abstract:

A team was assembled at the University of New Mexico Health Sciences Center to help advise the Medical Advisory

Team to the Governor of New Mexico and Health Sciences Leadership in April of 2020.

An overwhelming amount of information was coming out in the news and literature in regards to the COVID-19 pandemic and the advisory team needed help discerning what was important to focus on.

Dr. Christophe Lambert was the team lead for one of the groups that was working on assembling a document to be

distributed to the advisory council. This team was made of UNM Faculty, staff and other professionals who all volunteered their time.

Start date: 04-05-2020

End date: 06-29-2020

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Descriptive research on COVID-19 materials provided to Medical Advisory Team

The data consisted of articles and their links alongside a quick summary provided in a word document.

This document was emailed out to the folks on the medical advisory team listserv as well as preserved within the UNM Digital

Repository in PDF format which was publicly available.

These documents will be maintained in perpetuity by the University of New Mexico Digital Commons Repository.

The team used Microsoft Teams to collaborate and scan and collect items each day. We then put them into the workflow where

individuals would review and rank them for possible inclusion.

Sections were categorized by type of information.

New Mexico Highlights

US Highlights

International Highlights

Economics, Workforce, Education, Supply Chain, PPE Highlights

Epidemiology Highlights

Healthcare policy recommendations

Policy, Economics

Practice Guidelines

Drugs, Vaccines, Therapies, Clinical Trials

Testing

Therapeutic Guidelines

Other Science

On a lighter note

All volunteers were asked not to include political propaganda material.

We will include a Creative Commons open access license.

The Microsoft Teams platform is setup for our University to use for business. Once we collated the material and put it in it's final PDF

format, it will be stored in the UNM Digital Repository. https://digitalrepository.unm.edu/hsc_covid19_briefings/

The material is freely open and accessible to all.

We are preserving all the daily briefings in the repository and all the training videos and workflow instructions within the Microsoft

Teams environment in perpetuity.

UNM Digital Repository will preserve the data from this project forever as it documents how the Health Science Center at UNM

contributed to this pandemic for our state.

The data is freely available at our institutional repository.

https://digitalrepository.unm.edu/hsc_covid19_briefings/

No restrictions on sharing the data.

Lori Sloane will be the person to post the material to the UNM Digital Repository.

Each volunteer was able to contribute current working time as well as personal time in the evenings for this effort.

Planned Research Outputs

Collection - "Archived COVID-19 research material"

Planned research output details

Title	Type	Anticipated release date	Initial access level	Intended repository(ies)	Anticipated file size	License	Metadata standard(s)	May contain sensitive data?	May contain PII?
Archived COVID-19 research material	Collection	2020-04-05	Open	None specified		Creative Commons Attribution 4.0 International	None specified	No	No