ESCAPE-NET Data transformation quality control checklist for **case** cohorts

Please fill in and send with data

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|  | **Cohort name:****Name Responsible Cohort Leader:****Name person who carried out transformation:****Date:** | **Initials of person who carried out quality control** |
| 1 | Identification numbers have been pseudonymized (i.e., ID\_pa, ID\_gwas and ID\_citres) if present |  |
| 2 | Format of dataset is .csv |  |
| 3 | Each table (cc identifiers, cc basic, cc resus, etc.) is stored in a separate .csv file |  |
| 4 | Linking primary identifier (ID\_pa) is the first variable of each table (or second variable if ID\_coh is the first variable) |  |
| 5 | Linking secondary identifier (ID\_event) is the second variable of each table (or third variable if ID\_coh is the first) if cohort features multiple events per person |  |
| 6 | Time intervals have been converted to seconds (from hh:mm:ss) |  |
| 7 | Dataset only contains ESCAPE-NET variables in ESCAPE-NET format (no local cohort variable names or coding) |  |
| 8 | Dataset does not contain empty cells. Missing values are coded as either "-3 NA; -2 not recorded; -1 unknown" |  |
| 9 | Dataset does not contain duplicate records (rows) |  |
| 10 | Summary statistics (n, n missing, mean, min, max or proportions for phenotypic data, conventional statistics for genetic data) have been calculated for all transformed data. Documentation of this quality check is sent with transformed data files |  |
| 11 | Inclusion criteria have been described and sent with transformed data files |  |
| 12 | Local variable names, types, coding, and transformation syntax have been documented in codebook |  |

Table 1: quality control checklist - case

*Please be aware that ESCAPE-NET variables (from codebook) not included in the transformed datasets will be coded as “-2: not recorded” in the joint database.*