

## ENDCC Biannual Data Submission Guide

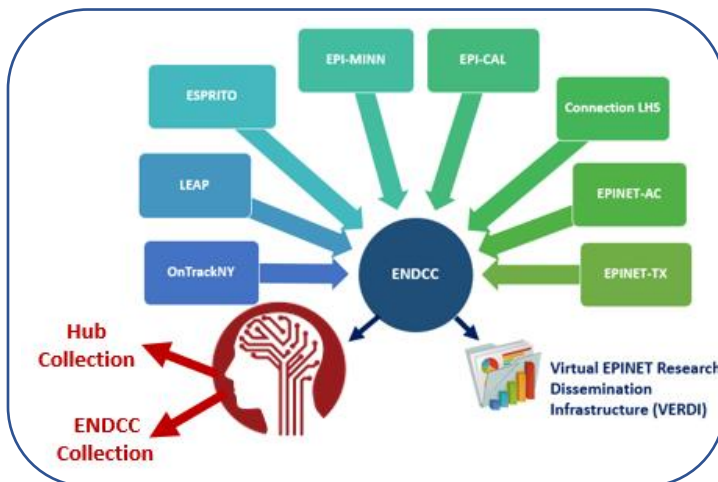
Hubs will need to submit both EPINET Core Assessment Battery (CAB) and non-CAB data to the ENDCC at regular intervals twice a year.

This document provides guidance on the biannual data submission timeline.

EPINET  
Community  
Portal



[Portal.NationalEpinet.org](https://portal.nationalepinet.org)



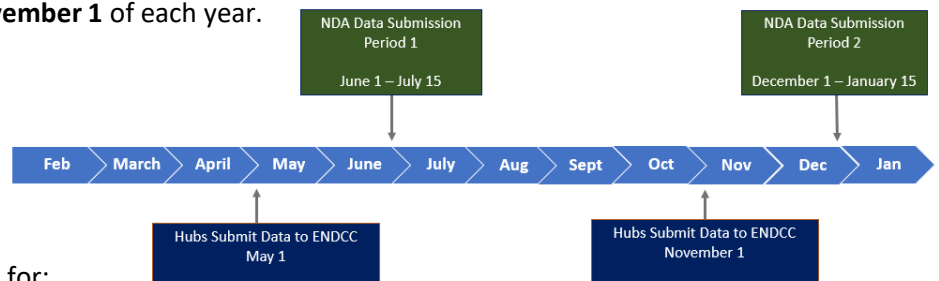
Once data is received from Hubs, ENDCC submits data into two NDA data collection spaces: (1) Hub Collection and (2) ENDCC Collection. The ENDCC Collection houses the harmonized and consolidated cross-Hub data.

The consolidated data will also be a part of the Virtual EPINET Research Dissemination Infrastructure (VERDI). VERDI is a research portal that will provide EPINET researchers with access to de-identified client-level data sooner than the NDA.

### The ENDCC will work with Hubs to establish regular data delivery schedules

Once Hub submissions becomes routine, and likely after the initial submission in March 2021, Hubs will submit data to the ENDCC biannually, at a minimum. Based on the NDA schedule, the ENDCC will need Hub data no later than on **May 1** and **November 1** of each year.

Hubs should submit harmonized data from across clinics, and submissions can occur more often than biannually.



The ENDCC will be responsible for:

1. Running edit and quality assurance checks to assess the completeness of the Hub submission
2. Updating missing and non-missing data to assure received data are usable and correctly formatted for harmonization
3. Providing each Hub with access to their cleaned and processed data submission for review and approval
4. Submitting Hub data to the NDA to populate each Hub's Collection and the ENDCC Collection.