Disclosure Risk Decision Tree
ICPSR Collection Development Training
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Disclosure Risk Decision Tree

Start

Are there data about any living persons or active organization in the data file? Are there data about deceased people with living relatives?

Yes

The dataset:
- Was previously reviewed by a disclosure review board; or,
- Is considered to be in public-use format; or,
- Is a U.S. national public opinion poll; or,
- Is a U.S. public opinion poll from a geographic area with a small sample size (<2000)
- Is an annual or repeated study with standard ICPSR practices or agreed upon practices with the PI or funding agency.

No or Unknown

The dataset:
- **Has study content that is highly geographically specific; or,**
- **Has study content that is sensitive; or,**
- Has longitudinal data; or,
- Has data that match an external file; or,
- Above factors are unknown or are difficult to ascertain.

Complete five essential steps for disclosure risk reduction and usability processing.

Yes

Send dataset to supervisor for further disclosure review.

No
Five essential steps for disclosure risk reduction

1. Re-sort and renumber cases
2. Remove direct identifiers
3. Remove or recode specific days and dates
4. Examine geographic variables, recode or remove based on analytic purposes of data
5. Examine variables that could provide links to external datasets