

Requesting Permission for Hubbe Participant Level Data

In collaboration and with support of F5CA, WestEd is requesting permission to access data from counties who are using the Hubbe system to manage their Quality Counts California initiatives. This Hubbe data will expand WestEd's ability to analyze the patterns of participation in professional development as it relates to quality. In this phase of the work WestEd is specifically looking at:

1. The professional preparation of the early childhood field who do and do not participate in Quality Counts California (QCC), including sites who are Quality Improvement only and QCC rated sites.
2. The patterns of participation in professional development projects, including number of professional development hours completed, core class completion, child development units attained, coaching hours received, and completion of various trainings and certifications, and how it related to QCC tiers.

WestEd has been in communication with Hubbe staff to identify data fields and how to access the data. To provide WestEd with identifiable data, Hubbe needs permission from each county.

If a county grants permission, WestEd will work directly with Hubbe staff to retrieve the data using secure data transfer protocols and counties will not be asked to prepare the information.

Data Security Procedures

WestEd will use secure processes to obtain, store, and maintain data from Hubbe. All data transfers from the Hubbe to WestEd will be done through an end-to-end encrypted file upload system. There are no immediate benefits to participants and potential risks for this evaluation are considered minimal in probability and magnitude for all participants. To combat potential loss of privacy and confidentiality, data will be de-identified as soon as data files are matched and merged. The key file containing identifying information for each source file will be stored in a separate folder with access limited to key

Permission to Access Identifiable Participant Data

By filling out this form, you give permission to Hubbe to share participant level records for your county with WestEd.

- By signing this form, I declare that I am authorized to give permission regarding my county's data. ***
- By signing this form, I am consenting to WestEd to reach out to Hubbe and obtain data for my county in compliance with secure data procedures described above. ***
- By signing this form, I am granting permission to Hubbe for sharing data with WestEd, following secure data processes. ***

County Name *

Your First Name *

Your Last Name *

Title/Position *

Email Address *


Phone Number *

Signature *

Please type your full name as your electronic signature.

Send me a copy of my responses

Submit

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