**DPHS NC Medicaid Request Review Process**

**Researcher**
- Start
- Submit DPHS NC Medicaid Data Request Form
- Verify DPHS NC Medicaid Data Request Form
- Review data request (DPHS NC Medicaid Data Request Form)

**DPHS NC Medicaid Governance Committee**
- Approve?
  - Yes: Compile materials for Division of Health Benefits at NC DHHS packet
  - No: Verify NCDHHS packet complete and send to NCDHHS (copy PI and PM)

**NC DHHS Division of Health Benefits**
- Verify DPHS NC Medicaid Data Request Form
- NC DHHS packet includes:
  - DPHS NC Medicaid Data Request Form
  - IRB approval documentation and IRB application
  - NC DHHS data request form
  - NC Medicaid Data Use Acknowledgement(s)
  - Statistical analysis plan (recommended)

- DHHS HIPPA Compliance Review
- DHHS Medicaid Review Committee Review

**End**

**Time Required Varies By Researcher**
- 2-3 weeks
- 15 + business days
- 4 + weeks

**Version date January 14, 2022**