

# KEY STEPS TO REQUEST DATA

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The purpose of this sheet is to help us work together efficiently on your data needs. By answering the questions below and completing each of the following steps, we will be able to help you determine data needs and availability to help answer your research question.

Please walk through these five steps before submitting a data request. If you need any assistance, just ask.

**We are more than willing to help.**  
[lmphwdatarequest@louisvilleky.gov](mailto:lmphwdatarequest@louisvilleky.gov)

## 1. What is the question you are trying to answer with the data?

For example, is there criteria required by a grantor? Do you have a research question related to a policy, practice or program evaluation?

## 2. Do you need to update a previous data request?

a. If so, please share with us so we make sure to analyze the data the same way we did last time!

b. Please note the timelines for commonly requested data sets: Vital statistics is typically 2 years behind (birth and death records), hospitalization is typically 1 year behind.

## 3. Is there a chance your data request will run into the following restrictions?

- Unreliable rates: All rates are unreliable if they are based on fewer than 20 cases or deaths. The fewer cases/deaths there are, the more unreliable the rates become.
- Death counts are suppressed for sub-national data representing less than 10 deaths
- Subcounty level information and analysis may not be possible for all internal datasets.

## 4. Are you looking for data that's already been published?

The resources below allow you to do your own analysis of data to examine rates by subgroups such as race, gender, and geographic regions.

**Please reach out to a data team member if you're unsure of how to use these sites or how to evaluate the suitability of the data you find. We'd love to help!**

### a. Census website:

<https://data.census.gov/>

- This helps you answer questions like *"How many black women reside in the 40206 ZIP code? How many people have access to a vehicle? What's the median income?"*

- The census is more than just the decennial count of residents and their basic demographics. Use the search feature on this site to see what you can learn – it even includes some information about health insurance coverage!

### b. Centers for Disease Control and Prevention website:

<https://data.cdc.gov/>

- CDC Wonder – Vital statistics data that you can "slice and dice" yourself:

<https://wonder.cdc.gov/>

**c. City Health Dashboard:**

<https://www.cityhealthdashboard.com/>

- Sub-county level data on a variety of health outcomes, behaviors, and social determinants of health.

**Reminder:** *This data is based only on the census tracts that are a part of Louisville Metro and excludes our independent cities (i.e., Shively, St. Matthews, Jeffersontown, etc.). It also uses a methodology to calculate census tract level data that leads to unreliability in rates – therefore you cannot use the data to evaluate a program or policy or determine true prevalence rates. You can only identify areas of the city that are likely to have fewer or more cases than the rest of the city.*

**d. County Health Rankings:**

<https://www.countyhealthrankings.org/>

Annual county rankings that measure vital health factors, including high school graduation rates, obesity, smoking, unemployment, access to healthy foods, the quality of air and water, income, and teen births in nearly every county in America.

**Reminder:** *This data tends to lag a few years behind the most recently available data. Nonetheless, it may be an appropriate source for your research, as many other cities and counties rely on this information, too.*

**e. Metro open data portal:**

<https://data.louisvilleky.gov/>

Louisville Metro publishes over 200 datasets including budget items, crime reports, restaurant health ratings, building permits, car collisions, fire runs, and 311 service calls.

**f. Health Equity Report:**

<https://louisvilleky.gov/government/center-health-equity/health-equity-report>

The report shows the demographics and diversity of the city’s residents, noting, for example, that Louisville’s population is growing and becoming more diverse. It reviews health outcomes such as infant mortality, homicide and heart disease, and examines root causes for those outcomes, ranging from food systems to neighborhood development.

**5. Will your data come from an internal dataset?:**

Internal data sets refer to data that cannot be shared externally, typically due to data sharing agreements with the data owners. An example would be birth and death records, provided to LMPHW by the Kentucky Cabinet for Health and Family Services through a data sharing agreement.

- a. What’s the difference? For example, we could report the rate of diabetes hospital admissions for Jefferson County in 2017, but we could not give a partner a listing of all individual hospital admissions.

**If you still need help submitting a data request, please use our data request form located here:**

<https://survey.alchemer.com/s3/7148307/LMPHW-Data-Request>

