

To whom it may concern

Subject: nutritionDay data protection, data safety and data storage

nutritionDay is a one-day cross-sectional audit with outcome evaluation conducted in hospitals, nursing homes and ICU wards worldwide.

On a specific day every year nutritionDay (nDay) institutions have the opportunity to participate in nutritionDay to assess the nutrition care provided and use the results for quality improvement interventions to reduce malnutrition in hospitalized patients and nursing home residents. The annual nDay check constitutes a unique chance to monitor and benchmark the institutions' nutrition care on an international level.

On nDay the ward/ institution collects their unit's anonymised data and uploads it to the nDay database. Due to data safety it is necessary to register to the project and order personal identification codes for each participating center and unit, which are communicated to the registered person only.

The data collection is primarily used to generate anonymous benchmarking and feedback reports for each participating institution that may help the participant to identify strengths and weaknesses. Additionally, the international anonymous data collection is used for scientific purposes to advance the field of clinical nutrition and nutrition care.

To be in line with the current data protection laws and regulations nutritionDay takes various structural steps and collects anonymous patient data and thus prevents that patient, hospital or unit can be traced back or can be identified from stored data:

- Participants personal information (registration, centre code, unit code) is hosted on an UPC business server (Server I) at the nDay office and secured by a firewall. All entered data is encrypted for storage. Centre and unit code are automatically generated with random numbers.
- Patients' data are stored on a separate server within the security zone of the Medical University of Vienna (Server II). No connection exists between server I and II which prevents linking data of the institution and the patient. Linkage of patient and unit/facility data is only possible via the anonymous centre and unit code.
- All patient data are encrypted using a separate patient ID.
- The data collection using paper based questionnaires is done locally by each ward. All questionnaires are stored locally only and are not forwarded to nDay. Scanning and sending questionnaires to the nDay office is not required. Thus, nDay does not have access to the original questionnaires.

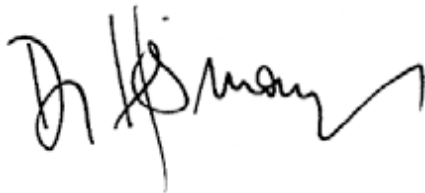
- Patient data are transferred into the online database using an anonymous patient ID. The patients' initials can be collected for the paper based questionnaires but are not transferred into the online database.
- The data entry portal is secured through a SSL secure connection.
- Data are saved encrypted with a 0-1 coding which is only decipherable with a „code book“ that is not part of the database.
- All forms and systems are programmed as „opt-in“ approach (instead of opt-out)

The legal department of the Medical University of Vienna confirms the conformity with the current laws and regulations on data protection and ensures that the institutions' and patients' data collection is safe, data storage is secure and data is protected at all times.

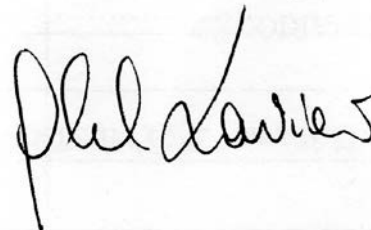
Due to the complexity of the data collection and data storage the Medical University of Vienna confirms that the nutritionDay data can be considered anonymous.

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