

DoRA 2.0 Take down and preservation policy

Statement

The Queensland Health Database of Research Activity (DoRA 2.0) is a platform for recording all research-based activities of Queensland Health staff (including Department of Health, and Hospital and Health Services staff). DoRA 2.0 should be a comprehensive record of all research activity, outputs and data associated with Queensland Health. Preservation of submitted content is essential to ensure accuracy, continuity and integrity. Removal or take down of previously submitted content must adhere to the criteria to also ensure transparency, continuity and integrity.

Purpose

The purpose of this policy is two-fold. Firstly, to ensure the preservation of records in DoRA 2.0 to ensure clarity and continuity. Secondly, to ensure that any content removed from DoRA 2.0 is done so in a way that ensures transparency and continuity.

Scope

This policy applies to all content submitted to DoRA 2.0 by Queensland Health researchers and administrators.

Principles

1. All records and deposited content will be retained indefinitely unless otherwise required.
2. All requests for withdrawal must be in writing and require the approval of the DoRA Administrator.
3. Material may be withdrawn from public view in the following circumstances:
 - If a copyright owner requests removal through the issue of a copyright infringement notice
 - If the content is scurrilous, plagiarised, self-plagiarised or libellous
 - If the content breaches the [Queensland Department of Health Research Management Policy](#)
 - If the content would infringe a legal commitment or contract for the Queensland Department of Health, or a Queensland Hospital or Health Service
 - If the author requests removal and the QLD Department of Health agrees to its withdrawal.

4. Content that is approved for withdrawal is not deleted; however, the full text content will be removed from public view.
 - A bibliographic record with a corresponding withdrawal note will remain visible so that any citations can be traced. The content of the note will indicate why the work has been removed (ie at the request of the author, the copyright owner, by legal order, or at the discretion of Queensland Health).
5. Changes to material after being deposited are not permitted. Errata may be included with the original material if required. An updated version of an item may be allowed.

Legislative or other authority

- *Copyright Act 1968* (Cth)

Supporting documents

- [Queensland Department of Health Research Policy](#), 2015
- [DoRA 2.0 Institutional Repository Policy](#), 2022
- [DoRA 2.0 Authorship Policy](#), 2022