



APPENDIX D

University of South Alabama

INVESTIGATOR’S ACCESS PREPARATORY TO RESEARCH

Assurances under this provision of the HIPAA Privacy Rule requires investigators who intend to perform a review preparatory to research make certain representations before using or disclosing protected health information in such a review. “Use” is sharing PHI within the USA entity. A “disclosure” is sharing PHI with someone outside the USA entity.

The investigator must complete this form and submit to the IRB Office, CSAB 138. A IRB letter of approval will be issued for reviews preparatory to research. The investigator should provide this assurance to medical records or the entity to receive such information in order to access the records/PHI.

I, _____, will adhere to the following representations:

- 1. I will not remove any protected health information from the covered entity;
- 2. The use/disclosure of PHI is sought solely for the purposes to prepare a research protocol; and
- 3. The PHI for which use or access is sought is necessary for research purposes
- 4. If I record any PHI, it will not include patient names, medical record numbers, social security numbers or patient account numbers.
- 5. The minimum necessary PHI to accomplish my work is:

Research staff needing access to protected health information:

Principal Investigator

Date

Date received by IRB :