

## **OBLIGATIONS OF CRDW DATA REQUESTERS**

1. **Performance of Activities.** Data Requester may obtain the minimum necessary data to conduct IRB approved research. Data requester agrees to submit an official request for data through the Analytics Core (<https://cri-app02.bsd.uchicago.edu/acres#/login>) for data use and obtain IRB approval for all requested PHI elements.
2. **Nondisclosure Except as Provided in Agreement.** Data Requester shall not abstract, use, or further disclose the data except as permitted or required by this Agreement or as described in an IRB approved protocol.
3. **Identification of Individual.** Data Requester may not use the data to identify or contact any individual who is the subject of the PHI from which the data was created without IRB approval.
4. **Reporting.** Data Requester shall report to the HIPAA Program Office at 773-864-9716 within twenty-four (24) hours of Data Requester becoming aware of any use or disclosure of the data in violation of this Agreement or applicable law.
5. **Knowledge of Non-Compliance.** Any non-compliance by Data Requester with this Agreement or with HIPAA or the HIPAA Regulations automatically will be considered a breach or violation of a material term of this Agreement if Data Requester knew or reasonably should have known of such non-compliance and failed to immediately take reasonable steps to cure the non-compliance.
6. **Data Delivery.** Data Requester agrees to set up UChicago Box account with 2Factor Authentication (2FA) for the purposes of secure data delivery. Data Requester understands that data will be delivered to the UChicago Box account and will remain in the folder for 7 days after email notification of delivery.
  - a. You can claim your UChicago Box account here: <http://uchicago.box.com>
  - b. You can set up your 2FA here: <https://cnet.uchicago.edu/2FA/index.htm>
7. **Encryption.** Data Requester agrees to comply with the device encryption policies of the University of Chicago Biological Science Division and to store all CRDW generated data in an encrypted environment. Additional information on the encryption policies can be found at <http://security.bsd.uchicago.edu/encryption/>.

### **CRDW DATA RECIPIENT**

By accepting the data, Data Requester acknowledges and agrees to abide by the restrictions on the use and disclosure of the data as outlined above and in accordance with BSD policies.