**Project Code:**      

**Project Title:**      

**Principal Investigator:**

# Certification that Research Records Have Been De-identified

The HIPAA Privacy Rule (45 CFR 164.514) includes requirements for de-identifying datasets. Please certify that ***all*** of the following identifiers of the individual or of relatives, employers, or household members of the individual, have been removed from all records in the dataset and permanently destroyed or were never disclosed to you for this research:

**Yes Identifier**

|  |  |
| --- | --- |
|  | Names |
|  | All geographic subdivisions smaller than a State, including street address, city, county, precinct, zip code, and their equivalent geocodes, except for the initial three digits of a zip code if, according to the current publicly available data from the Bureau of the Census:  The geographic unit formed by combining all zip codes with the same three initial digits contains more than 20,000 people; and  The initial three digits of a zip code for all such geographic units containing 20,000 or fewer people is changed to 000. |
|  | All elements of dates (except year) for dates directly related to an individual, including birth date, admission date, discharge date, date of death; and all ages over 89 and all elements of dates (including year) indicative of such age, except that such ages and elements may be aggregated into a single category of age 90 or older; |
|  | Telephone numbers; |
|  | Fax numbers; |
|  | Electronic mail addresses; |
|  | Social security numbers; |
|  | Medical record numbers; |
|  | Health plan beneficiary numbers; |
|  | Account numbers; |
|  | Certificate/license numbers; |
|  | Vehicle identifiers and serial numbers, including license plate numbers; |
|  | Device identifiers and serial numbers; |
|  | Web Universal Resource Locators (URLs); |
|  | Internet Protocol (IP) address numbers; |
|  | Biometric identifiers, including finger and voice prints; |
|  | Full face photographic images and any comparable images; and |
|  | Any other unique identifying number, characteristic, or code |

# Certification that Research Records Have Been Destroyed

By signing this Certification, I confirm that the identifiers specified above have been removed from all research records and all state records or record information and have been permanently destroyed. All versions, including back up versions of the study databases have been destroyed.

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Principal Investigator signature Date