

Tulane University

DEPARTMENT: General Counsel's Office -- HIPAA	POLICY DESCRIPTION: Data Use Agreement
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APPROVED: April 1, 2003	REVISED:
EFFECTIVE DATE: April 14, 2003	POLICY NUMBER: GC-018

Tulane University Data Use Agreement

SCOPE OF POLICY

This policy applies to Tulane University Medical Group, its participating physicians and clinicians, and all University employees and business units who provide management, administrative, financial, legal, and operational support to or on behalf of Tulane University Medical Group and have been designated as part of the Tulane University HIPAA Health Care Component.

STATEMENT OF POLICY

A covered entity must ensure that data is appropriately safeguarded in accordance with HIPAA and the HIPAA Regulations whereas:

- 1) Data User performs certain Activities (as hereinafter defined);
- 2) Covered Entity wishes to disclose a Limited Data Set (as hereinafter defined) to Data User for use by Data User in performance of the Activities;
- 3) Covered Entity wishes to ensure that Data User will appropriately safeguard the Limited Data Set in accordance with HIPAA and the HIPAA Regulations; and
- 4) Data User agrees to protect the privacy of the Limited Data Set in accordance with the terms and conditions of this Agreement, HIPAA and the HIPAA Regulations.

IMPLEMENTATION OF POLICY

The General Counsel's Office processes all Data Use Agreements. The General Counsel's Office will therefore identify those parties that must execute Data Use Agreements with Tulane University Medical Group. In addition, any request that Tulane University or Tulane University Medical Group sign a Data Use Agreement should be directed to the General Counsel's Office.