ATTACHMENT D

LOUISIANA STATE UNIVERSITY HEALTH SCIENCES CENTER
at New Orleans

INSTITUTIONAL REVIEW BOARD

Principal's Investigator's De-Identification Form for Approved Exempt Research

Principal Investigator: _____

Department: _____ Phone: _____ Fax: _____

Research that involves the use of "de-identified" protected health information (PHI) is exempt from HIPAA requirements **if all** of the following subject identifiers (individual, employer, relatives, etc) are removed:

- Names
- Address – (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: (initial 3 digits if geographic unit contains less than 20,000 people, or any other geographical codes).
- Dates (except for years)
  - Birth Dates
  - Admission Dates
  - Discharge Dates
  - Date of Death
  - Ages >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 >90
- Telephone Numbers / Fax Numbers
- E-mail Addresses / Web Universal Resource Locators (URLs) / Internet Protocol (IP) Address Numbers
- Social Security Numbers
- Medical Record Numbers
- Health Plan Beneficiary Numbers
- Account Numbers
- Certificate / License Numbers
- Vehicle Identifiers and Serial Numbers
- Device Identifiers and Serial Numbers
- Biometric Identifiers (e.g. finger or voice prints)
- Full face photographic images and any comparable images
- Any other unique identifying number, characteristic, or code

I certify that the health information received or reviewed by the research team for this study does not include any of these 18 identifiers.

_____   Date: _____
 Signature of Principal Investigator

Approved By:

_____   Date: _____
IRB Chair or Designee

Note: Privacy Rule states that information will be considered identifiable if the covered entity knows that the identity of the person may still be determined.