

STATEMENT OF CONFIDENTIALITY

You will have the opportunity to work on several research projects at the Welch Center for Prevention, Epidemiology, and Clinical Research including *Project Sugar*, a telephone survey to evaluate social determinants of disease, and an observational study to evaluate physician practice behaviors. These studies may involve direct contact with study participants, contact with confidential medical information through computer and/or medical records, or contact with study-maintained participant charts.

The Federal law, the Joint Committee on Clinical Investigation, and the Committee for Human Research require that all documentation containing study participant identifying and confidential information be stored in locked file cabinets. Only authorized individuals should have access to them. In addition, every effort should be taken to maintain participant confidentiality when handling records or interacting with study participants. Moreover, study participant information should not be discussed with anyone outside of the study investigative team. Confidential information is protected under the Privacy Act of 1974, Subsection 552a(i)(1) and violators of this agreement can be prosecuted by law:

Any officer or employee of an agency, who by virtue of his employment or official position, has possession of, or access to, agency records which contain individually identifiable information the disclosure of which is prohibited by this section or by rules or regulations established thereunder, and who knowing that disclosure of the specific material is so prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it, **shall be guilty of a misdemeanor and fined not more than \$5,000.**

This statement verifies that I understand the importance of maintaining study participants' confidentiality and will agree to uphold it.

Print Name

Sign Name

Witness