

AGREEMENT TO MAINTAIN CONFIDENTIALITY OF LOUISIANA TUMOR REGISTRY DATA

Researchers and Public Health Investigators

I fully understand that all case-specific data received from the Louisiana Tumor Registry (LTR) are of a confidential nature. To safeguard the confidentiality of patients and healthcare facilities and providers, I agree to the following:

1. I will not use or permit others to use the data in any way other than for statistical reporting and analysis for this study.
2. I will not release the data, in full or in part, to any person who has not signed an LTR confidentiality agreement within the last year for this study without the written permission of the LTR. In addition, I will not allow anyone else to release the data.
3. I will not present or publish data in which an individual patient or a healthcare facility or provider can be identified.
4. I will not attempt to link or permit others to link the data with individually identified records in another database. If the identity of a person is discovered inadvertently, I will not make any use of this knowledge or share it with others, and I will notify the Louisiana Tumor Registry.
5. I will notify the LTR within two working days, should I learn of a breach of confidentiality.
6. If the nature of the study changes or if I plan to use the data for a purpose other than that stated in this application, I will submit a new data request to the LTR.
7. I will provide a written description of the procedures and physical measures in place to ensure the security of the confidential data is attached or is included in the study protocol.
8. If contact with patients or surrogates is intended, the LTR will notify the physician to request consent to do so and will exclude names of persons who decline participation. The LTR may charge for this service.
9. Only authorized LTR staff members may select cases as cohort members.
10. I will include the LTR director or designee as a co-investigator or co-author for presentations and publications.
11. I will provide the LTR with a written copy of any manuscript, report or presentation that uses these data at least two weeks before the report or presentation is submitted for publication or is made available to the public, and I understand that the LTR may ask for changes if it considers that the confidentiality of a patient or a healthcare facility or provider is compromised.
12. The LTR shall be recognized as the data source and will be cited in all publications resulting from this study.
13. The study will provide an annual progress report to the LTR, along with funding information if applicable, and destroy the data upon completion of the study and will notify the LTR of their destruction.
14. The LSU Health Sciences Center shall not bear liability for loss, expense, attorney fees, or claims for injury of damages arising out of acts or omissions in the performance of the agreement on my part.
15. LTR data may not be disclosed in any civil, criminal, administrative, or other legal proceedings.
16. Data must be encrypted at all times. No LTR data may be stored on portable devices.
17. I will save the data on computer drives that are *only* accessible to me (i.e. O:\Drive).
18. Breach of confidentiality may be grounds for denial of access to LTR data and/or for civil or criminal prosecution and a financial penalty.

This statement is signed freely and with the understanding that the success of the Louisiana Tumor Registry depends on the Registry's ability to maintain its data in a confidential manner.

Signed: Erica Washington Printed Name: Erica Washington
Date: 10-6-2025 Institutional Affiliation: LSUHSC New Orleans
Study Title(s): Impact of CRC Surgery on Infection Email: ewash2@lsuhsc.edu

Violations of this Agreement will jeopardize future use of LTR data.
Among CRC Patients in Louisiana