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| <p align="center">The University of Texas SOUTHWESTERN MEDICAL CENTER At Dallas</p> | <p align="center">Privacy Compliance Program Privacy Manual Section 7: Standard Protocols for Uses, Disclosures and Requests of PHI Policy No: 7.29 Last Revised: March 10, 2003 Effective Date: April 14, 2003</p> |
| <p align="center">Research on Decedents</p> | |

POLICY:

UT Southwestern may use or disclose Protected Health Information (PHI) for purposes of research on decedents without written authorization or a waiver of authorization in accordance with this policy.

PROCEDURE:

1. Decedent Research Attestation
 - a. The Principal Investigator shall complete the Decedent Research Attestation form. This form is included in the Forms Appendix on the UT Southwestern HIPAA website, and will be available from the Privacy Officer or designee.
 - b. Attestations pursuant to this Policy may only be submitted by Principal Investigators.
 - c. UT Southwestern may request documentation of the death of Individuals who are the subject of the PHI.

2. Decedent Research Criteria
 - a. Research using a decedent's PHI without authorization must satisfy the following criteria:
 - i. The Principal Investigator seeks access to the PHI solely for research on decedents; and
 - ii. The Principal Investigator represents that the PHI for which use or disclosure is sought is necessary for the research purposes.
 - iii. At no time during the conduct of the research will the PHI of living individuals be collected, used or disclosed. Any research involving the PHI of living individuals is subject to the HIPAA research requirements and IRB approval.
 - b. It is the responsibility of the Principal Investigator to report to the IRB immediately if, at any time, there is any change in the protection of the privacy of the Individual who is the subject of the research.

3. Disclosure of Decedent PHI
 - a. If the PHI of Decedents is disclosed, the Principal Investigator will maintain documentation of the following:

- i. The date of the disclosure;
- ii. The recipient of the PHI and address if known;
- iii. A brief description of the PHI disclosed; and
- iv. A brief statement of the purpose of the disclosure or a copy of the recipient's written request for the disclosure.

4. Minimum Necessary Rule

- a. UT Southwestern requires that the information to be used or disclosed pursuant to this Policy is the minimum reasonably necessary as required by the Privacy Laws.
- c. UT Southwestern will meet this compliance obligation through reliance on the documented representations of the Principal Investigator regarding the minimum necessary information for the research purpose.

5. Documentation Requirements. The Principal Investigator will be responsible for maintaining the documentation required by this Policy for a minimum of 6 years from the date of creation.

LEGAL REFERENCES:

45 C.F.R. 164.512(i)(1)(iii)