**Birth Defects Reporting and Information System (BDRIS)**

**Maternal & Child Health Bureau (MCHB)**

**Maryland Department of Health & Mental Hygiene**

**DATA USE AGREEMENT FOR USE OF NON-IDENTIFYING BIRTH DEFECTS REPORTING AND INFORMATION SYSTEM DATA IN INDIVIDUAL**

***Instructions:*** *Data requestors—please copy and distribute this statement to all people who will have access to the data you request, then collect and return the signed statements.*

Maintaining the confidentiality of information in the Maryland BDRIS is mandated by law and is the highest priority of BDRIS operations.

In order for the BDRIS to provide data to you, it is necessary that you agree to the following provisions.

1. You will not use nor permit others to use the data in any way other than for the project with the title below.
2. You will not make the data available nor permit others to make the data available to any person or organization except with the written approval of BDRIS, and controls shall be maintained to prevent unauthorized access.
3. You will not present/publish data in which an individual or institution can be identified.
4. You will not attempt to link nor permit others to link the data with individually identified records in another database.
5. You will not attempt to learn the identity of any person whose data are contained in the supplied file(s).
6. If the identity of any person is discovered inadvertently, the following will be done:
   1. You will not make use of this knowledge;
   2. You will notify BDRIS of the incident;
   3. You will not inform anyone else of the discovered identity.
7. You will credit the Birth Defects Reporting and Information System at the Maryland Department of Health & Mental Hygiene, as the source of the data.
8. You will send a copy of the finished product (e.g. report, thesis, dissertation, or paper) to BDRIS.

My signature indicates that I agree to comply with the above stated provisions.

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*Title of Project*

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*Signature*  *Date*

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*Name (printed or typed)*  *Title*

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*Organizational Affiliation*