



Accounting Log for Individual Disclosure of Protected Health Information (PHI) in Research

This form is used to track disclosures of Protected Health Information (PHI) by TTUHSC El Paso (the covered entity) about a single individual for research approved by an IRB with a waiver of HIPAA authorization.

A waiver of HIPAA authorization for this research study was issued based on the following reasons:

- The research use of the health information does not represent more than a minimal risk to privacy
- The research could not be done without the requested health information
- It would not be practical to obtain signed authorizations from the research subjects
- The specific elements of health information requested are not more than the minimum necessary to accomplish the goals of the study

A separate form should be used to track disclosures for each individual research subject. If you will be accounting for disclosures involving 50 or more records, please use the Simplified Accounting Form.

Name of Subject: _____ ID#: _____

Title of Protocol: _____

IRB#: _____ Date of Disclosure: _____

Name of the person/entity who received the PHI: _____

The address of such person/entity (if known): _____

A brief description of the PHI disclosed: _____

A brief statement of the purpose of the disclosure: _____

For Multiple Disclosures of the individual's PHI to the same person/entity, complete the section above for the first disclosure and the section below pertaining to subsequent disclosures:

Dates or frequency of the disclosures: _____



Date of the last disclosure: _____

Please maintain this form securely in your research files