

## De-identification Checklist

- ☐ Names
- ☐ All geographic subdivisions smaller than a State, including:
  - street address
  - city
  - county
  - town
  - precinct
  - zip codes and their equivalent geocodes except for the initial three digits of a zip code if, according to the current publicly available data from the Bureau of the Census: 1) the geographic unit formed by combining all zip codes with the same three initial digits contains more than 20,000 people, and 2) the initial three digits of a zip code for all such geographic units containing 20,000 or fewer people is changed to 000.
- ☐ All elements of dates (except year) for dates related to an individual including:
  - birth date
  - admission date
  - discharge date
  - All ages over 89 and all elements of dates including year indicative of such ages and elements may be aggregated into a single category of age 90 or older
- ☐ Telephone numbers
- ☐ Fax numbers
- ☐ E-mail addresses
- ☐ Social Security numbers
- ☐ Medical record numbers
- ☐ Health plan beneficiary numbers
- ☐ Account numbers
- ☐ Certificate/license numbers
- ☐ Vehicle identifiers and serial numbers, including license plate numbers
- ☐ Device identifiers and serial numbers
- ☐ Web Universal Resource Locators (URLs)
- ☐ Internet Protocol (IP) address numbers
- ☐ Biometric identifiers, including finger and voice prints
- ☐ Full face photographic images and any comparable images
- ☐ Any other unique identifying numbers, characteristics, or codes, except a code or other means of record identification assigned solely to allow de-identified information to be re-identified.

I certify that the information I will use and/or disclose contains none of the identifiers and that I have no actual knowledge that the information could, alone or in combination, be used to identify any individual subject of the information.

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Print Name

Signature

Date