

**Certification of Access to Materials
for the Purpose of Johns Hopkins Medical Institutions Healthcare Operations**

The Privacy Regulations issued under the Health Insurance Portability and Accountability Act (the "Privacy Rule") allow access to materials at the Alan Mason Chesney Archives (the "Archives") to members of the Johns Hopkins Medical Institutions workforce and its business associates for valid operational purposes. These purposes include, but are not limited to, quality assurance inquiries, medical education, utilization review activities, planning activities, accreditation activities, audit or compliance activities.

I certify that I am:

- a member of the Johns Hopkins Medical Institutions workforce holding the position of: _____

- a business associate of Johns Hopkins Medicine performing services on behalf of Johns Hopkins Medicine. Attached is a copy of the business associate agreement.

I am requesting access to the following materials: _____

I require access to Archives materials for the following purpose: _____

Signature of Requestor

Date

(Please print or type name)

Archives Action:

Based upon the description of the purpose provided by the Requestor, and in reliance upon the Requestor's certification, the request for access is:

- Approved** for the stated purpose.
- Denied** for the stated purpose.

Signature of Archives Reviewer

Date