

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Public Health Service  
Centers for Disease Control and Prevention  
National Center for Health Statistics

Confidentiality agreement between NCHS and \_\_\_\_\_  
(requestor)  
regarding the use of the **National Survey of Family Growth, Cycle  
V (1995) Omitted Items File.**

The National Center for Health Statistics (NCHS) agrees to  
provide to \_\_\_\_\_ a data file  
containing the items that were omitted, for reasons of  
confidentiality, from the National Survey of Family Growth,  
Cycle

V (1995)Public Use File.

\_\_\_\_\_ agrees that:  
(requestor)

1. The omitted items data file will be used only for purposes of research and statistical analysis. No attempt will be made to learn or disclose the identity of any individual in the survey sample, and survey information will not be used in any way to affect directly any individual survey participant. To this end, the requestor is responsible for obtaining and keeping on file a signed copy of this agreement and the attached "Data User's Confidentiality Agreement" from each person working on this project.
2. The only persons to be allowed access to the omitted items data file on this project will be colleagues and persons operating under the direction of the requestor. The requestor is personally responsible for the physical security of the data

file. The requestor will employ security measures to prevent unauthorized computer access to the file.

3. The omitted items data file is provided only for use on the specific project agreed to. (Attach brief description of proposed project including data items to be used.) If the requestor wishes to use the omitted items data file for further research beyond that spelled out in the attached project description, she or he will submit a new request to NCHS and will sign a confidentiality agreement specific to the new project.

4. The omitted items data file is provided to the requestor, not to his or her institution; new investigators who wish to undertake a different research project using the file will make an independent request to NCHS.

5. The omitted items data file will not be copied for use beyond this project. All requests from others for the data file will be referred to NCHS. The data file will specifically not be provided by the requestor in response to a direct order from any official in the Department of Health and Human Services, the Administration, or Congress, nor in response to an order from a court of justice. Such requests or orders should be referred to NCHS for conformity with its authorizing legislation.

6. All reports written using data from the omitted items data file will be submitted to NCHS for confidentiality review prior to publication. NCHS will make every effort to review such reports promptly.

7. The omitted items data file will remain the property and the responsibility of the requestor. When the requestor finishes using the file, or if the requestor changes her or his place of employment, she or he will retain the tape, return the tape to NCHS, or destroy it. No copy of the tape will be left behind.

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(requestor)

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Project Officer  
NSFG

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(date)

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(date)

## Data User's Confidentiality Agreement

Individual identifiers have been removed from the microdata public use files available from the National Center for Health Statistics. Nevertheless, section 308(d) of the Public Health Service Act (42 U.S.C. 242m) specifies that data collected by the National Center for Health Statistics may not be used for any purpose other than that for which it was supplied. The information on the microdata public use files was supplied to NCHS for statistical research and reporting purposes. It is necessary, therefore, that the individual using such files sign the following assurance:

The undersigned gives assurance that individual elementary unit data on the Supplement to the National Survey of Family Growth, **Cycle V (1995) Omitted Items File** will be used solely for statistical research or reporting purposes, that no attempt will be made to learn or disclose the identify of any individual in the survey sample, and that survey information will not be used in any way to affect directly any individual survey participant.

Signed:

Date:

Title:

Organization: