

Data Collection Tool/Form

This Tool/Form CANNOT contain ANY PHI Elements - see PHI Element List

Linked Data Collection form to Coded Identifier List

Subject ID	Data Element 1	Data Element 2	Data Element 3	Data Element 4	Data Element 5	Data Element 6	etc.
1001	Data	Data	Data	Data	Data	Data	Data
1002	Data	Data	Data	Data	Data	Data	Data
1003	Data	Data	Data	Data	Data	Data	Data
1004	Data	Data	Data	Data	Data	Data	Data
Etc.	Data	Data	Data	Data	Data	Data	Data

This Code/ID is generated from the Coded Identifier List and is the LINK to the PHI that MUST be stored separately

This Tool/Form MUST be saved and stored in a different location than the Coded Identifier List

Examples of PHI Identifiers

Health information:

- (i) That identifies the individual; or
- (ii) With respect to which there is a reasonable basis to believe the information can be used to identify the individual is Protected.

The following identifiers of the individual or of relatives, employers, or household members of the individual, are considered PHI identifiers under HIPAA:

1. Names

2. Postal address

All geographic subdivisions smaller than a State, including street address, city, county, precinct, zip code, 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.

3. Dates

All elements of dates (except year) for dates directly related to an individual, including birth date, admission date, discharge date, date of death; and all ages over 89 and all elements of dates (including year) indicative of such age, except that such ages and elements may be aggregated into a single category of age 90 or older;

4. Telephone numbers

5. Fax numbers

6. Electronic mail address

7. Social security numbers

8. Medical record numbers

9. Account numbers

10. Health plan beneficiary number

11. Certification/license numbers

12. Vehicle identifiers and serial numbers, including license plate numbers

13. Device identifiers and serial numbers

14. Name of relative

15. Web Universal Resource Locator (URL)

16. Internet Protocol (IP) address number

17. Biometric identifiers, including fingers and voice prints

18. Full face photographic images and any comparable images

19. *Any other unique identifying number, characteristic, or code*