

ATTACHMENT C

ACCESS TO VITAL EVENT DATA

I. PURPOSE

DSHS agrees to provide LHE access to certain confidential data and information extracted from designated birth, death, fetal death and/or linked birth-infant death (“BID”) records maintained by DSHS. LHE may access the vital event data that occurred in Texas for all residents of LHE’s jurisdiction and contiguous jurisdictions as approved by DSHS (see Article III, LHE Jurisdiction, of the Contract) for the purpose set forth in Section IV herein.

II. LEGAL AUTHORITY

In addition to Chapter 121 of the Texas Health and Safety Code, DSHS has legal authority under the following statutes and administrative rules to share the data described herein:

- a) Section 191.051 of the Texas Health and Safety Code;
- b) Rule 181.1(21) in Title 25 of the Texas Administrative Code; and
- c) Section 1001.089(b) of the Texas Health and Safety Code.

III. DESCRIPTION OF VITAL EVENT DATA TO BE PROVIDED

DSHS will provide LHE with provisional and statistically locked data files via secure data exchange, according to the variables outlined in Exhibit 1, Exhibit 2, and Exhibit 3, which is/are attached hereto, incorporated herein, and made part of the MOU for all purposes. In BID files, variables provided include only those death certificate items identified in the birth and death checklists in the Exhibit(s) attached and are completed for death certificates. If provisional files are available, then variables provided include only those items identified in the Exhibit(s) that are available for provisional data.

- A. DSHS will provide residence data compiled by the usual place of residence without regard to the demographic place where the event occurred within Texas. For births and fetal deaths, the mother’s usual residence is used as the place of residence.
- B. DSHS will provide access to vital event data and information according to the following schedule and conditions:
 - 1. Access to data files will be provided approximately thirty (30) calendar days after the effective date of this MOU, or if access to certain data is approved through an amendment, then (thirty) 30 calendar days from effective date of the respective amendment. These data files will consist of:
 - Birth: data for years 2005 through the latest year of available data, as defined in Exhibit 1;
 - Death: data for years 2006 through the latest year of available data, as defined in Exhibit 2;
 - Fetal Death: data for years 2006 through the latest year of available data, as defined in Exhibit 3; and
 - BID: data for years 2006 through the latest year of available data, as defined in the applicable exhibits.
 - 2. The standard data sets for birth, death, and fetal death will be provided to each LHE as defined in Exhibit 1, Exhibit 2, and Exhibit 3, respectively. The standard data sets may be updated at DSHS’ sole discretion to add, delete, or modify data elements. DSHS

- may periodically add descriptive or calculated variables based on these data elements.
3. Data will be automatically updated when the new data files are available.
 4. Once DSHS has granted an LHE authorized user access, that individual shall have log in access to the data twenty-four hours a day, seven days a week.
 5. Annual statistically locked data files will replace that year's provisional data.

IV. INTENDED USE OF VITAL EVENT DATA

To monitor and analyze incidences of diseases to improve public health in the community.

V. SPECIAL CONSIDERATIONS FOR THE USE OF VITAL EVENT DATA

Under no circumstances shall LHE utilize the data and information to identify, disclose, or discover information concerning the specific adoptions, paternity determinations, or the identity of the parents of children who are the subjects of adoption placements. Any accidental identification of this information related to a child or parents of that child shall not be disclosed.

VI. LIST OF INDIVIDUALS ACCESSING DATA

In accordance with Section IV(A) of the MOU, LHE shall submit a list of staff names, titles, and email addresses in writing to the DSHS Representative identified in Section VII herein or through the DSHS identity and access management system, based upon guidance provided by DSHS. LHE shall notify DSHS Representatives of any changes in staff that require removal from the list of authorized users. Such notification must be made in writing or through DSHS' identity and access management system within five (5) business days of any staffing changes. On an annual basis and as additionally requested by DSHS, LHE shall certify the list of authorized users in writing to the DSHS Representatives identified in this MOU or through DSHS' identity and access management system, based upon guidance provided by DSHS.

VII. VITAL EVENT DATA ATTACHMENTS

The following exhibits are attached to this vital event data document and is/are incorporated into this document for all purposes.

- Exhibit 1: Checklist for Birth Certificate Data 2005 and beyond
- Exhibit 2: Checklist for Death Certificate Data 2006 and beyond
- Exhibit 3: Checklist for Fetal Death Certificate Data 2006 and beyond

VIII. VITAL EVENT DATA REPRESENTATIVES

The following will act as the representatives authorized to administer activities for vital event data under this document on behalf of their respective Party.

DSHS Contract Management Section (CMS)	DSHS Center for Health Statistics (CHS)	Brazoria County Health Department (LHE)
Gretchen Wells Contract Manager 1100 W 49 th Street, MC1990 Austin, Texas 78756 (512) 776-2679 Gretchen.Wells@dshs.texas.gov	Jason Lucas Branch Manager PO Box 149347, MC 1898 Austin, Texas 78714-9347 (512) 776-6439 HIRBRequests@dshs.texas.gov	Mattalin Vojacek 1524 E. Mulberry, Ste. 185 Angleton, Tx 77515 (979) 864-2154 MattalinV@brazoriacountytx.gov