

**BC Cancer Agency Branch**

Cancer Incidence in British Columbia

SEER\*STAT Release

Conditions for the Access of De-identified Data

from BC Cancer Registry

July 2017 Release

(BC Cancer Registry - SEER\*Stat Release 1)

Cancer incidence data 1986- 2014

It is essential to ensure the confidentiality of individuals who have been diagnosed with cancer in British Columbia. Every effort has been made to exclude identifying information (including personal health information) from this de-identified data file. Certain demographic information, such as the sex and age of the patient, has been included to permit statistical summaries to be generated and facilitate research and cancer reporting. This BC Cancer Registry SEER\*Stat release contains no personal health information, and no attempt should be made to re-identify the individuals to whom data within this file relate. It is mandatory that all results be presented*I*published in a manner which ensures that no individual be identified. Please note: cell sizes of 1 through 5 have been suppressed and cannot be obtained from this data file to further mitigate this risk.

**In order for the BC Cancer Agency Branch (BCCA) to provide the BC Cancer Registry SEER\*Stat USB to you, it is necessary that you agree to the following provisions:**

1. I will not use, nor permit others to use, the data in any way other than for research purposes and statistical reporting and analysis. I will notify the BCCA if I discover that these data have been used for any other purpose.
2. I will not alter any of the files or programs provided by the BCCA.
3. I will not disclose, nor permit others to disclose, the data in full or in part to any person except with the written approval of the BCCA.
4. If I have received the information on an encrypted USB from the BCCA, I will not share the password required to access the data provided on the USB with any unauthorized person. An unauthorized person is any individual who has not provided their name, contact information and signature on a copy of page 3 of this agreement.
5. I will not publish or present data in which an individual may be identified.
6. I will not publish or present any data containing cell sizes 1 through 5 (cells may be denoted with an asterisk or indicated as <6).
7. I will not attempt to link, nor permit others to link, the data to individually identifiable records.
8. I will not attempt to use the de-identified and/or aggregate information, either alone or with other information, to identify an individual whose data are contained in the supplied file.
9. lf the identity of any person is discovered inadvertently, I will proceed as follows:

• I will keep the identity of the individual strictly confidential;

• I will not use or disclose this information;

• I will not attempt to make contact directly or indirectly with the individual to whom the

personal health information relates and;

• I will notify the BCCA immediately at: [datareq@bccancer.bc.ca](file:///C%3A/Documents%20and%20Settings/sreid/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/0NR85ZLT/datareq%40bccancer.bc.ca), telephone: 604-675-8070.

1. If accessing the data from a centralized location or on a shared computer, I will not share my login name or password with any other individual(s).
2. I will ensure that the premises where the data is retained are physically secure and I will ensure that any USB’s supplied are stored in a locked cabinet.
3. I will not copy, distribute, reverse engineer, profit from its sale or use, or incorporate the BCCR SEER\*Stat file(s) into any other software system.
4. I will dispose of the USB and the password in a secure manner upon the termination of use (through physical destruction or secure information technology means). Secure physical destruction means destroying the media containing the data (whether electronic media or paper) to a condition that prevents any reconstitution of the media.
5. BC Cancer Agency will be acknowledged as the source of data in all papers, publications, and reports which result from the use of the data.
6. Any publication using the data on the USB must be supplied to the BCCA, preferably in advance, by emailing: [datareq@bccancer.bc.ca](file:///C%3A/Documents%20and%20Settings/sreid/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/0NR85ZLT/datareq%40bccancer.bc.ca).
7. Failure to comply with any term or condition of this Agreement is: (i) cause for termination of this Agreement; and (ii) where applicable grounds for notice/ reporting to the Information and Privacy Commissioner/BC or equivalent data protection authority.

BCCR – 01 June 2017

Cancer Incidence in British Columbia

SEER\*STAT Format Release

Conditions for the Access of De-identified Data

from BC Cancer Registry

July 2017 Release

Please have each individual requiring access to the BCCR SEER\*Stat USB at your institution sign, scan and email this completed form to: [datareq@bccancer.bc.ca](file:///C%3A/Documents%20and%20Settings/sreid/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/0NR85ZLT/datareq%40bccancer.bc.ca)

**I acknowledge that I have read, understand and agree to abide by the conditions for Access of De-Identified Data from BC Cancer Registry.**

**Institution Information**

Institution Name:

Institution Address:

Institution Telephone No.:

**User** **Information within Institution**

1. User Name:

User Title:

User Telephone No.:

User Email Address:

User Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

BCCR – 01 June 2017