**Section 689.60 Individual User Agreement**

a) Each employee of a provider site who needs access to the Registry shall sign an Individual User Agreement, which also includes a confidentiality statement. Patient-specific or provider-specific information is available only to authorized users.

b) Site Managers shall notify the Department within 48 hours after any change in status of any Registry users upon termination of employment or redefining of roles.

c) The Department will revoke the Registry access of a user who misuses information contained in the Registry.

d) Users are responsible for safeguarding their passwords and User IDs and for protecting the security of the computer when a Registry session is open.

e) An authorized user who is a patient or a parent or legal guardian may view the patient’s immunization information without signing a user agreement by requesting the information from the patient’s immunization provider or the Department, or through any public portal or mobile application developed by the Department.

(Source: Amended at 46 Ill. Reg. 2680, effective January 28, 2022)