**Section 1005.60 Requests for Data**

a) All requests for deniable aggregated data, deniable data elements, or data requiring special handling due to their complexity or need to consult unpublished source materials shall be submitted in writing to the Department.

b) Requests for health data shall not be approved for purposes other than the purpose for which they were supplied or for which the individual or organization described in the data has otherwise consented in writing.

c) Written requests to the Department for data shall be submitted in a standard format specified by the Department. All written requests for data must contain the following information:

1) the specific nature of data requested;

2) the particular tape format or report format desired;

3) the time period within which the data are desired;

4) for data to be supplied more than once, the frequency with which data are to be supplied; and

5) any other information the Department may reasonably require.

d) Requests for individual data or aggregated data which do not constitute deniable data elements, identifiable health facility data or deniable aggregated data shall contain an assurance that no attempt will be made to identify any specific individuals, physicians or individual providers of services about whom data is supplied.

e) An applicant must also submit a written agreement to be entered into with the Department pursuant to Section 5(a)(3)(ii) of the Act.

f) Any applicant who includes specific individual provider identification numbers in his request for data must furnish, as part of his application, proof of notification to all such individual providers of his request. Any individual provider so notified shall have the right to submit comments to the Department. Such comments must be included with any data pertaining to the individual provider which is disclosed to the applicant.