

**WAC 246-490-030 Requesting a listing or file of vital records with personal identifiers.** (1) If you request access to vital records with personal identifiers for research purposes or statistical study, you shall be required to submit a letter of request to the state registrar stating:

- (a) The purpose of the research;
  - (b) Research study design and analysis plan;
  - (c) The means for ensuring the confidentiality and security of the records;
  - (d) The time frame and geographic area of interest;
  - (e) The variable(s) needed; and
  - (f) The preferred time frame for receiving the information.
- (2) You may be required to sign an agreement requiring you to:
- (a) Not release the vital records data files or listings to any third party without prior written approval of the state registrar; and
  - (b) Pay for charges based on actual costs associated with the preparation of the data files or analyses required to fulfill your request.
- (3) If you are requesting birth or fetal death certificate confidential information with personal identifiers for research purposes, you must obtain approval from the standing human research review board as specified in chapter 42.48 RCW. Application information is available through the department.
- (4) Your request may be denied if:
- (a) The information requested will be used for a commercial purpose;
  - (b) Your research proposal or statistical study is without scientific merit;
  - (c) The department does not have adequate resources with which to fulfill the request; or
  - (d) You do not agree to pay for charges associated with the preparation of the data or analyses required to fulfill your request.

[Statutory Authority: RCW 70.58.104 and 70.58.082. WSR 00-11-169, § 246-490-030, filed 5/24/00, effective 6/24/00.]