



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH SERVICES
BUREAU OF PUBLIC HEALTH LABORATORIES

Lori A. Shibinette
Commissioner

Lisa M. Morris
Director

29 HAZEN DRIVE, CONCORD, NH 03301
603-271-4661 1-800-852-3345 Ext. 4661
Fax: 603-271-4783 TDD Access: 1-800-735-2964
www.dhhs.nh.gov

NH Public Health Laboratories (NH PHL) LIMS Confidentiality Agreement

Authorized users are given state provided access to the Laboratory Information Management System (LIMS).

By signing this Agreement, the user agrees to the following items:

1. Use only the login credentials authorized by NH PHL and not share, distribute or otherwise divulge your login and password to any other individual, including co-workers.
2. Not make any attempt to authenticate another user's login and password.
3. Only access test results required by your employer (NH PHL client).
4. Report to the NH PHL any discovery of information for NH PHL clients other than your organization.
5. Comply with all federal, state and local laws, regulations and ordinances regarding confidentiality of information.
6. Recognize that NH PHL will monitor use of the LIMS by individual users and that solely NH PHL can modify laboratory reports.
7. Not perform any operation that may result in a breach of security or disable the LIMS.

User Signature

Date

Print Name

Title

Your Organization