

## **NONDISCLOSURE AGREEMENT For Criminal Case History Information**

This agreement is made and entered into by and between Oklahoma Department of Corrections hereinafter called "Agency" and ( \_\_\_\_\_ ) herein after called "Recipient."

- A. This agreement is to provide administratively created correctional client criminal case history information for research, evaluation, or statistical activities. The Recipient agrees that the information will not be used to the detriment of the record subject nor for any purpose other than those stated in the research plan. The Recipient agrees further to abide by the confidentiality and security provisions of Section 524a of the Omnibus Crime Control and Safe Street Act of 1973, any regulations pursuant to that section. This does not apply to protected health information, in accordance with HIPAA.
- B. Agency agrees to provide Recipient with the correctional client case history information requested in the attached access request.
- C. Recipient agrees to limit the use of this information to the purpose for which it was provided and to destroy the source documents when they are no longer needed for the purpose for which it was provided.
- D. Recipient agrees that only persons allowed access to this information are \_\_\_\_\_ and agrees not to disseminate or redisclose the information to any other agency or person.
- E. Recipient agrees to implement reasonable procedures to protect this information from unauthorized access, alteration, or destruction.
- F. Recipient agrees to abide by the laws or regulations of this state and the federal government, any present or future rules, policies, or procedures adopted by Agency or adopted by NCIC Policy Board to the extent that they are applicable to the information provided under this agreement.
- G. If the agreement is to provide correctional client criminal case history information on a continuing basis, Agency reserves the right to immediately suspend furnishing information under this agreement when any rule, policy, procedure, regulation, or law described in Section F is violated or appears to be violated.
- H. If this agreement is to provide correctional client case history information on a continuing basis, then either Agency or Recipient may, upon 30 days notice in writing, terminate this agreement.

\_\_\_\_\_  
Signature of Recipient Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Department of Corrections Representative

\_\_\_\_\_  
Date