



Please note a new contracting procedure change.

Effective June 1, 2019, the Office of Privacy and Data Security (Privacy Office) will intake all research related data agreements, including Data Use Agreements.

If a University of Miami (UM) employee or Principal Investigator (PI), either on their own or on behalf of an outside party, wishes to begin the process of obtaining a data agreement for a project or initiative, the UM employee/PI must submit a request through the [Data Use Agreement Web Form](#) located on the [Privacy Office website](#). The Privacy office will route the data agreement to the appropriate research business unit for first review. Once the research business unit reviews and edits the agreement, they shall send the data agreement back to the Privacy Office who will collaborate with the research business unit in contract negotiations and lend final review as necessary. If the data use agreement is directly related to a sponsored research project, the Privacy Office will route the data agreement to the Office of Research Administration (ORA) who will handle review, negotiation and execution of those specific data agreements. All fully executed data agreements will then be stored in a centralized repository within the Privacy Office's contract management system.

Notably, the Privacy Office provides training services to those units who wish to become more familiar with Privacy and Data Security. If any research business units wish to obtain such training, please contact the Privacy Office at 305-243-5000 or privacy@med.miami.edu.



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