Methodist Hospital Institutional Review Board (IRB)

8303 Dodge Street

Omaha, NE 68114

Date: January 24, 2023

To IRB Committee:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is an investigator involved in a research, quality improvement, or evidence-based practice project entitled:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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The investigator needs access to the Methodist Health System (MHS) Electronic Health Record (EHR) for project-related purposes as well as to complete the data tool form in the MHS IRB application.

The project will start/started on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and ends/ended on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. However access to the MHS EHR will be done between the following dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Pending Methodist Hospital IRB approval of this project, the investigator may access the Methodist EHR the following way (select one).

The investigator is a MHS employee with an existing Cerner username and not a student, but they are doing an IRB project at a MHS affiliate. The employee investigator will access the EHR using their existing Cerner username.

The investigator is a student and a MHS employee with an existing Cerner username. The investigator will use that employee username for the project.

The investigator is a student, but not a MHS employee, with an existing Cerner username. The investigator will use that username for the project.

The investigator is not a MHS employee or student, the approved method to access MHS medical records is through NeHII (Nebraska Health Information Exchange Initiative). Access to NeHII can be obtained via this link. <http://www.hcfms.com/quicklinks/access-request/>. If NeHII access does not meet the needs for the project, the investigator will need to obtain Vice President of Compliance approval for Cerner access.

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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If you have any questions, please let me know.

Thanks,

Jen Anderson, MHA, RHIA

Chief Compliance Officer

Methodist Health System

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