

Decision Tree to Determine Whether or Not a Data Use and Disclosure Agreement (DUA) is Required

1. Are you affiliated with a Local Health Jurisdiction (LHJ) in California?
 -  Yes – Please continue to Question 2.
 -  No – Stop, you do not qualify as an entity that the DUA applies to.

2. Are you affiliated with the HIV/AIDS surveillance organization within a LHJ in California?
 -  Yes – Please continue to Question 3.
 -  No – Stop, you do not qualify as an entity that the DUA applies to.

3. Are you the Local Health Officer or designated HIV/AIDS Surveillance Coordinator for your LHJ?
 -  Yes – Please continue to Question 4.
 -  No – As a staff person working in HIV/AIDS surveillance in your LHJ you are required to comply with the provisions of the DUA if your LHJ has one in place, but you are not the appropriate entity to execute the DUA. Please contact your HIV/AIDS Surveillance Coordinator or Local Health Officer if you have questions.

4. Do you wish to receive HIV/AIDS surveillance data from the California HIV/AIDS Case Reporting System for use with your HIV/AIDS surveillance activities in your LHJ?
 -  Yes – You need to have an executed DUA on file with the Office of AIDS for your LHJ. For more information about the DUA and assistance to execute a DUA, please contact Gary Horpedahl of the Surveillance Section at gary.horpedahl@cdph.ca.gov or (916) 445-6047.
 -  No – Your LHJ does not need a DUA with the Office of AIDS.