

**The University of Kansas Medical Center  
Kansas Cancer Registry**

**Data Request Form**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Please complete the following questions to request data from the Kansas Cancer Registry:**

1. Describe the project for which the data is requested: \_\_\_\_\_  
\_\_\_\_\_
2. What is the purpose of the project or study? \_\_\_\_\_  
\_\_\_\_\_
3. Describe the data elements needed, such as cancer type (site and histology), geographic location and dates of interest: \_\_\_\_\_  
\_\_\_\_\_
4. Has the project or study been approved by an Institutional Review Board? Yes No N/A
5. a) Describe the data security procedures you or your organization will follow and who has responsibility for security of the data: \_\_\_\_\_  
\_\_\_\_\_
- b) Who will have access to the data? \_\_\_\_\_
6. a) Describe the proposed use and/or release of the data: \_\_\_\_\_  
\_\_\_\_\_
- b) If the data are to be released, how? \_\_\_\_\_
7. Format needed: \_\_\_\_\_ Hard copy \_\_\_\_\_ other (explain): \_\_\_\_\_  
\_\_\_\_\_

**Please sign the statement below regarding confidentiality of data:**

I undersign that the data provided by the Kansas Cancer Registry will not be released or provided to other data users in a manner that will identify individuals except under special conditions for approved research. I also understand that breach of the confidentiality agreement in K.A.R. 28-67-4 will result in immediate termination of future data provisions and is a Class C misdemeanor punishable by law.

Requester \_\_\_\_\_ Date \_\_\_\_\_ Department Head \_\_\_\_\_ Date \_\_\_\_\_

**KCR use only:**

Date request received: \_\_\_\_\_ Request approved/denied by KCR: \_\_\_\_\_  
(Date) (Staff Initials) (Date) (Initials)

Data assigned to analyst: \_\_\_\_\_ Data request fulfilled: \_\_\_\_\_  
(Date) (Analyst Initials) (Date) (Initials)

Fee Charged: \_\_\_\_\_ Check one: \_\_\_ data provided as requested \_\_\_ Modifications of request – Explain  
\_\_\_\_\_