

1. **Proper purpose:** Access is being granted to me only for the purpose of fulfilling my role in relation to the Study, such responsibilities being defined by the level of user access that I have applied for herein. In order to gain access for any other ALLG study, or for any other purpose, I will need to make a separate application to the ALLG.
2. **Confidentiality and privacy:** I will at all times protect the confidentiality, integrity and availability of all patient health information at all times. I will comply with all ALLG and employment policies, state and federal laws and regulations concerning the security and privacy of confidential information. I will ensure that all data entered into the system by me is in compliance with the patient consent form.
3. **Compliance with ALLG Policies:** I will at all times comply with the ALLG policies, including reference to the eCRF guidelines, standards of conduct, acceptable use and usernames and passwords.
4. **ALLG directions:** I will at all times follow directions given to me by the ALLG in relation to my use of the eCRF system.
5. **Password and data security:** I will take proper steps to ensure the security of my username and password, and will not share any of my access details, or any data extracted from the system, with another person, including for the avoidance of doubt:
 - a. A colleague working with me on this or other studies.
 - b. A temporary employee fulfilling my role on this or other studies for a period of time.
 - c. A superior at my site, including a clinician who may be participating in this or other studies.Additionally, I will not copy information from the eCRF system to local devices or portable devices and only print information when specific authorisation by the ALLG has been granted.
6. **Auditing and logging:** My access to the eCRF system may be subject to review and/or audit by the ALLG. I will provide all reasonable cooperation with any audit for the purposes of ensuring compliance with this Agreement and the policies described herein.
7. **Non-compliance:** If the ALLG determines in its sole discretion that I have failed to comply with my obligations herein, any or all of the following actions may be taken:
 - a. My access may be terminated or suspended until the breach is rectified.
 - b. My supervisor may be notified of concerns related to my non-compliance.
 - c. My membership of the ALLG may be reviewed and/or terminated.
 - d. My details may be provided to the software provider for further investigation and action and I consent to my details being provided for this purpose.
 - e. The matter may be referred to the appropriate authorities.
8. **Reporting a breach:** Should I suspect, or become aware of an actual breach of this agreement or the use of the system at my institution, I shall notify the ALLG within 24 hours of any suspected or actual breach of security, intrusion or unauthorised use of the eCRF system.
9. **Training:** I have undertaken the appropriate level of training to gain access to the eCRF system, undertake to maintain the appropriate level of training as directed by the ALLG, and provide evidence of the same upon request.