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Guidelines

Only the following types of images will be disseminated as part of the Materials:

- Images that have been fully de-identified, *i.e.*, all of the 18 protected health information identifiers* have been removed or redacted / blocked out, along with any other unique characteristic that distinguishes an individual and allows for identification of an individual.
- Images that show anatomy and illnesses and/or injuries that would generally be accepted to be sufficiently common to maintain anonymity and confidentiality. (If there is any concern whatsoever about their ability to identify specific individuals, it must be presented to Dr. Derek Merck [dmerck@lifespan.org] at 3D Lab for review and permission).
- Images that are solely intended for educational purposes.

Use of images that include any of the following is prohibited:

- Biometric identifiers, including iris, fingerprints, etc.
- Full face photographic images including eyes, noses, etc.
- Other unique abnormalities or characteristics associated with a very small population
- Medical devices, unless identifiers are blurred
- Sensitive or controversial depictions
- Potential for violation of terms of publication contract

*1) Names

2) Geographic subdivisions smaller than a state (*e.g.*, street address, city, county, etc.)

3) All elements of dates (except year) for dates directly related to an individual, including birth date, admission date, discharge date, date of death, and all ages over 89 years

4) Telephone numbers

5) Fax numbers

6) Electronic mail addresses.

7) Social Security Numbers

8) Medical Record Numbers

9) Health plan beneficiary numbers

10) Account numbers

11) Certificate/license numbers

12) Vehicle identifiers and serial numbers, including license plate numbers

13) Device identifiers and serial numbers

14) Web URLs

15) Biometric identifiers, including finger or voice prints

16) Full face photographic images and any comparable images

17) Internet Protocol address numbers

18) Any other unique identifying number, characteristic or code