

Permission is hereby granted, free of charge, to any person obtaining a copy of these materials and associated documentation files (the "Materials"), to deal in the Materials without restriction, including without limitation the rights to use, copy, modify, merge, publish, and/or distribute copies of the Materials, and to permit persons to whom the Materials are furnished to do so, subject to the following conditions:

The above copyright notice and this permission notice shall be included in all copies or substantial portions of the Materials.

THE MATERIALS ARE PROVIDED "AS IS", WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE FITNESS FOR A PARTICULAR PURPOSE AND NONINFRINGEMENT. IN NO EVENT SHALL THE AUTHORS OR COPYRIGHT HOLDERS BE LIABLE FOR ANY CLAIM, DAMAGES OR OTHER LIABILITY, WHETHER IN AN ACTION OF CONTRACT, TORT OR OTHERWISE, ARISING FROM, OUT OF OR IN CONNECTION WITH THE MATERIALS OR THE USE OR OTHER DEALINGS IN THE MATERIALS.

.....

### 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](mailto: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