

PROTECTING SENSITIVE DATA AT STANFORD

ALWAYS ASK THESE **3 QUESTIONS**



YOU are responsible for using precautions to protect any Stanford data you use, access, or share at Stanford.

Review approved services by Stanford data classifications at [DATACLASS.STANFORD.EDU](https://dataclass.stanford.edu)

Find specific guidance at [SENSITIVEDATA.STANFORD.EDU](https://sensitivedata.stanford.edu)

01

IS THE DATA ACCESS APPROVED & NECESSARY?

Only access data specifically required and approved for you to do your job.

Access only the minimum amount of information that you need for your purpose.



02

ARE YOU USING AN APPROVED SERVICE?

Only use approved services for handling each type of data.

Stanford provides approved services for working with our various data classifications, including protected health information (PHI), which is “High Risk PHI Data.”



03

ARE YOU TAKING ALL NEEDED SECURITY STEPS?

Use all of the recommended and required security practices at Stanford.

And never share High Risk Data with any non-Stanford persons or groups (including for research, publishing, or conferences) without all required approvals.

