**External (Non-NT Health) Researcher use only**

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| **External Access:** To access clinical information systems externally from a non NTG asset such as a personal home computer, LAN and VPN access must be activated and approved via NTG account and second factor authentication must be enabled. *Non-Northern Territory Government applicants should contact NT Health Research Governance Office (RGO) to have LAN and VPN enabled and for further support.* |
| **Access Type**:  | [ ] New | [ ] Modify/Reactivate  | [ ] In Addition To Current Access | [ ] Deactivate |
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| Full professional name **MUST** be provided exactly as per [AHPRA](https://www.ahpra.gov.au/Registration/Registers-of-Practitioners.aspx) Registration for ALL registered clinicians. |
| **Applicant Details** | **Last Name** |       | **First Name** |       | **Preferred Name** |       |
| **Phone: Work** |       | **Phone: Mobile** |       |
| **Email: Work** |       | **Email: Personal** |       |
| **What is your current employer organisation name?** |       |
| **What is your current role title:** | **Select Role Title** | **Specify other role title :** |       |
| **Have you had previous NTG access?** | **Yes** [ ]  **No** [ ]  | **If yes, what is your****NTG Account ID** |       |
| **Is this access in addition to your current clinical system access?** | **Yes** [ ]  | **No** [ ]  |
| **Anticipated dates of Research Access***Note: As per Ethics approved time frame* | **Start Date** |    **/**   **/**    | **End Date** |    **/**   **/**    |
| **Access Requirements** | **How will you access clinical systems?** | **Onsite** [ ]  | **Remote** [ ]  | **Both** [ ]  |
| **Tick the required clinical systems** **NOTE: READ ONLY ACCESS** | **CareSys** [ ]  | **CWS** [ ]  | **eMMa** [ ]  | **PCIS** [ ]  | **Acacia** [ ]  |
| **CCIS Access** | If Access is required to CCIS, please refer to the CCIS [Non Standard Access Guidelines](http://internal.health.nt.gov.au/SiteCollectionDocuments/CCIS/Non%20Standard%20Access%20Guidelines.docx) and submit the CCIS [Non Standard Access Request](http://internal.health.nt.gov.au/pgc/dm/Documents/GBS/ISS/Service%20Delivery/CCIS/Access%20Forms/CCIS%20Application%20for%20Non%20Standard%20Access%20to%20CCIS.docx) form. |
| **Tick the required Hospital sites** | **RDH** [ ]  | **PRH** [ ]  | **KH** [ ]  | **GDH** [ ]  | **ASH** [ ]  | **TCH** [ ]  |
| **List any other required sites** | **Example: Borroloola CHC or Aged Care**       |
| **Full Title of Research Project****NOTE: If working for multiple research projects, a separate form is required for each project** |       |
| **RGO SSA Reference Number** | **EFILE:**       | **RGO Authorisation Date**    **/**   **/**    |
| Description of data: *Provide a list of data items you wish to view /retrieve as per approved Ethics and RGO submission.*       |

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| **Declaration** | **APPLICANT DECLARATION**I understand that when I access a Clinical System, I am required to comply with the provisions of the [Information Act](https://legislation.nt.gov.au/Legislation/INFORMATION-ACT-2002) and the NT Health [Privacy Policy](http://internal.health.nt.gov.au/governance/legal/freedomofinformation/Pages/default.aspx#protecting-your-privacy) when handling personal information.I acknowledge that improper access, use or disclosure of the information may cause serious harm to the Department and/or individuals. I declare that I have a valid National Police Check (within six months) and if accessing data of children under 18 years of age, also have a valid working with children’s clearance (WWCC).I have signed and submitted the Deed of Confidentiality and Compliance Form to NT Health RGO.I understand that my access to any of the clinical systems is logged and that any activities under my NTG Account User ID can be audited at any time.I understand that I can only access data and information related to the approved/authorised research project(s) as stated in this form. |
| **Signature** |  | **Date** |    **/**   **/**    |

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| **AUTHORISATION** | **SITE PRINCIPAL INVESTIGATOR (SITE PI) AUTHORISATION AND DECLARATION**I have been provided with a copy of applicant’s valid National Police Check (within six months) and if accessing data of children under 18 years of age, also a valid working with children’s clearance (WWCC).I accept responsibility for the oversight of research staff activities and I endorse the applicant’s access request for the stated research project(s). |
| **Site PI Full Name** |       |
| **Position Title** |       | **Department** |       |
| **Phone** |       | **Cost Code** |       |
| **Signature** |  | **Date** |    **/**   **/**    |

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| Once form is completed and both applicant and Site PI sign the declaration, please submit to **NT Health RGO** **nthealth.rgo@nt.gov.au** **(08) 8922 7561 for final authorisation.***Please note: RGO may request an email endorsement from Dr Sam Goodwin, Executive Director of Medical and Clincial Services* *Samuel.Goodwin@nt.gov.au* *for ACIS access to Central Australia and/or Barkly Regional Health Service.* |
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| NT Health RGO will create/activate account for LAN and VPN access and submit the authorised request form to NTG Service Centre for the approved clinical systems access. |

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| **FINAL AUTHORISATION** | **DELEGATE FINAL AUTHORISATION**  |
| **Name** | **Associate Professor Bhavini Patel, Executive Director of Medicines Management and Research** | **Phone** | (08) 8922 7561 |
| **Signature** |  | **Date** |    **/**   **/**    |

**If Training is required, please book via** [**MyLearning**](https://mylearning.nt.gov.au/)

**Once Final Authorisation is received: eMail the completed application to:**

**ABS1Service.DCDD@nt.gov.au** **only.**

For information regarding this application please phone NTG Service Centre on: 1800 000 254