# Request to Release Confidential Information to Forte

## General Information

**Once completed, please email this document to** **aor@mcw.edu** **(Grants and Contracts Office).**

**Disclaimer:** Please note that the Protocol/Schedule of Events will be disclosed to Forte. Once the approval has been granted please provide the most current version of the Protocol to sajohnson@mcw.edu. Please ensure there are no pending amendments, if there is an amendment pending, please send in the amended Protocol.

Date of Request: Click or tap here to enter text.

NCT Number: Click or tap here to enter text.

Principal Investigator: Click or tap here to enter text.

Sponsor: Click or tap here to enter text.

OnCore Protocol Number: Click or tap here to enter text.

Protocol Version and Date: Click or tap here to enter text.

Funding Proposal Number (if applicable): Click or tap here to enter text.

Primary Contact for Request: Click or tap here to enter text.

Department/Division of Requestor: Click or tap here to enter text.

## Information for GCO:

1. Please provide one of the following:
	1. [ ]  Funding Proposal Number: Click or tap here to enter text.
	2. [ ]  CDA document (provide a copy with this request)
	3. [ ]  Comments explaining why neither may be required: Click or tap here to enter text.
2. MCW Personnel to be copied on correspondence regarding this request:

Click or tap here to enter text.

## GCO Determination

The disclosure of information to Forte pursuant to the above referenced study is:

[ ]  Approved

[ ]  Denied

The document used to approve this disclosure is:

Click or tap here to enter text.

If the requested disclosure is denied, the following action will be required to authorize disclosure:

Click or tap here to enter text.

**GCO Signature for Approved Disclosures**

By:

Name:

Title:

Date:

## Procedure:

* The Study/OnCore Team Member seeking to purchase a Forte Calendar must submit a completed Authorization to Release Information Form with any relevant documentation.
* Upon receipt of request, GCO will review relevant documentation. After review, GCO will complete the GCO Determination portion of the form indicating whether:
	+ The purchase of the calendar is permitted under controlling documentation and/or the controlling documentation allows disclosure to vendors;
	+ The purchase of the calendar is not permitted under controlling documentation and either written approval or a formal amendment will be required; or
	+ Additional information is required.