

# Welcome to Google @ CHOP

By using these Services, you are agreeing to these terms. Please read them carefully. CHOP users are only authorized to use those services listed as being HIPAA compliant. Authorized Services are listed at:

[https://gsuite.google.com/terms/2015/1/hipaa\\_functionality.html?\\_ga=2.156315007.-518087366.1533323720](https://gsuite.google.com/terms/2015/1/hipaa_functionality.html?_ga=2.156315007.-518087366.1533323720)

Google Mail (Gmail) and Google Groups are not part of the CHOP offering.

Google services are only authorized for use within the CHOP Research Institute and its partners. Use for any clinical purpose is explicitly forbidden by the CHOP BAA with Google. Copies of these agreements can be made available on request.

## Using the Services:

You must follow any policies made available to you within the Services.

Don't misuse the Services. For example, don't interfere with the Services or try to access them using a method other than the interface and the instructions provided by Google or CHOP. Authorized interfaces are those published by Google or CHOP to facilitate user login and interaction with these services. Examples would be <https://drive.google.com>, <https://apps.google.com>, or <https://developers.google.com> for those wishing to work with Google's published API.

You may use the Services only as permitted by law, including applicable export and re-export control laws and regulations. We may suspend or stop providing the Services to you if you do not comply with the terms or policies or if we are investigating suspected misconduct.

Using the Services does not give you ownership of any intellectual property rights in the Services or the content you access. Per CHOP policy A-3-4, Patent and Intellectual Property Policy, all data stored in Google remains the exclusive property of The Children's Hospital of Philadelphia unless subject to prior written data sharing agreements approved by the IRB, The Office of Technology Transfer, Privacy and Compliance, or other approved authority within CHOP.

You may share data with outside entities provided you have written data sharing agreements approved by the IRB, The Office of Technology Transfer, Privacy and Compliance, or other approved authority within CHOP.

Some of the Services are available on mobile devices. Do not use such Services in a way that distracts you and prevents you from obeying traffic or safety laws.

## Your Google Account:

Your Google Account is tied to your CHOP Logon account and uses the same credentials. Multifactor authentication is required to use Google services. You will be given instructions to configure these settings upon approval and provisioning of your account.

# Welcome to Google @ CHOP

To protect your account, keep your password confidential. You are responsible for the activity that happens on or through your account. Do not to reuse your account password on third-party applications. If you learn of any unauthorized use of your password or account, you must immediately report the incident by contacting the CHOP IS Service Desk at 215-590-4357.