

## Institutional Data Permitted Data Usage By Service Office of the Chief Information Officer

Applies to: Faculty, staff, students, contractors, volunteers, visitors, sponsored guests of academic and administrative units, and affiliated entities who have access to institutional data.

The table below shows which classifications of institutional data are permitted for use with specific **core services** of the university.

	Data Classification									
						Restrie	cted			
Service	Public	Internal	Private	ORC SSN #, driver's license	HIPAA health information	GLBA financial data	ITAR/ EAR export control	PCI credit card #	Other IDs Med Center ID	
	University Core Services									
BuckeyeMail <sup>1</sup>	<ul> <li>Image: A second s</li></ul>	~	<ul> <li></li> </ul>	×	×	×	<u>^</u> 2	×		
Carmen	~	~	~	×	×	×	×	×	×	
Carmen Wiki	~	×	×	×	×	×	×	×	×	
Carmen Connect	~	<ul> <li>Image: A second s</li></ul>	×	×	×	×	×	×	×	
Lecture Capture (Mediasite)	~	~	×	×	×	×	×	×	×	
Call Center (Recording)	~	<ul> <li>Image: A second s</li></ul>	<ul> <li>Image: A second s</li></ul>	>	<ul> <li>Image: A second s</li></ul>	~	×	×	>	
eRequest	~	<b>~</b>	<ul> <li></li> </ul>	×	×	×	×	×	×	
eLeave	~	<ul> <li>Image: A second s</li></ul>	<ul> <li></li> </ul>	×	×	×	×	×	×	
eTravel	-	<b>~</b>	<ul> <li>Image: A second s</li></ul>	×	×	×	×	×	×	
Log Management Hosting	-	<ul> <li>Image: A second s</li></ul>	<ul> <li>Image: A second s</li></ul>	×	×	×	×	×	×	
University Code Repository	-	-	×	×	×	×	×	×	×	
University Email <sup>3</sup>	~	~	~		Â	Â	<u>^</u> 2	×		
8-HELP/Self Service	<b>~</b>	<b>~</b>	<ul> <li>Image: A second s</li></ul>	×	×	×	×	×	×	
Office of Research Core Services										
OR ePA005	<ul> <li>Image: A second s</li></ul>	<b>~</b>	<b>~</b>	×	×	×	×	×	×	
OR eProtocol	<ul> <li>Image: A second s</li></ul>	<b>~</b>	<ul> <li>Image: A set of the set of the</li></ul>	×	×	×	×	×	×	
OR IRB Submit	<ul> <li>Image: A second s</li></ul>	<b>~</b>	<ul> <li></li> </ul>	×	×	×	×	×	×	
OR eCOI	~	<b>~</b>	<b>~</b>	×	×	×	×	×	×	
OR PI Portal	<ul> <li>Image: A second s</li></ul>	<b>~</b>	<ul> <li>Image: A second s</li></ul>	×	×	×	×	×	×	

<sup>1</sup> When acting on behalf of the university

<sup>2</sup> Permitted as specified contractually or in the Technology Control Plan.

<sup>3</sup> See the OCIO Knowledge Base article KB04012 for how to encrypt outbound email

The Ohio State University – Office of the Chief Information Officer



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Service				Restricted						
	Public	Internal	Private	ORC SSN #, driver's license	HIPAA health information	GLBA financial data	ITAR/ EAR export control	PCI credit card #	Other IDs Med Center ID	
Wexner Medical Center Core Services										
OSUWMC Email	-	×	-	Â	Â	Â	<u>^</u> 4	×	Â	
OSUWMC Secure Mail	~	~	~	>	~	~	~	×	~	
OSUWMC Network Drives (non- Restricted)	~	~	×	×	×	×	×	×	×	
OSUWMC Network Drives (Restricted)	~	~	~	>	~	~	~	×	<ul> <li></li> </ul>	
OSUWMC eServices	<ul> <li>Image: A second s</li></ul>	<ul> <li>Image: A second s</li></ul>	<ul> <li>Image: A second s</li></ul>	×	<ul> <li>Image: A second s</li></ul>	×	×	×	×	

Legend

<ul> <li>Image: A second s</li></ul>	Permitted if security controls for data classification are followed					
	Permitted only if encrypted					
×	Not permitted					

<sup>&</sup>lt;sup>4</sup> Permitted as specified contractually or in the Technology Control Plan.



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Service				Restricted						
	Public	Internal	Private	ORC SSN #, driver's license	HIPAA health information	<u>GLBA</u> financial data	ITAR/ EAR export control	PCI credit card #	Other IDs Med Center ID	
BuckeyeBox	~	<ul> <li>Image: A second s</li></ul>	~	×	×	×	×	×	×	
OneDrive	~	×	×	×	×	×	×	×	×	
Scholarly Activity Management	~	~	~	×	×	×	×	×	×	
U.OSU.EDU	~	×	×	×	×	×	×	×	×	
University Web Hosting	~	✓5	×	×	×	×	×	×	×	
OR Cayuse	~	<b>~</b>	<ul> <li>Image: A second s</li></ul>	×	×	×	×	×	×	
OSUWMC Collaborate (non- Restricted)	~	~	×	×	×	×	×	×	×	
OSUWMC Collaborate (Restricted)	~	✓	~	~	✓	~	×	×	~	

## Legend

<b>~</b>	Permitted if security controls for data classification are followed					
Â	Permitted only if encrypted					
×	Not permitted					

<sup>&</sup>lt;sup>5</sup> Requires use of Ohio State login credentials