

# TPA PROGRAM HELPFUL HINTS

## *Return or Destroy All IQVIA Data at the End*

IQVIA would like to share ideas that other Vendors have found useful in complying with the restrictions and obligations of the IQVIA *Third Party Access Limited License Agreement*. Vendors are required to take all reasonable steps necessary to protect IQVIA Data from unauthorized use, access or disclosure, or misappropriation or misuse. Upon termination or expiration of TPA Agreement, stop all use of IQVIA Data and either destroy it or return it to the Client. Below are some hints to help.

### Identify IQVIA Data

- IQVIA Data includes the original IQVIA Data, *i.e.*, the Market Research Offering
- It also includes any information derived, directly or indirectly, from the original IQVIA Data

### Stop Using IQVIA Data at the End of the Project

- Stop all use of IQVIA Data upon termination or expiration of the TPA Agreement
- Stop all use of IQVIA Data at the end of the project if that occurs prior to the termination or expiration of the TPA Agreement

### Return or Destroy IQVIA Data Upon Request

- Except for computer system back-up data and copies of Client deliverables, either destroy or return all IQVIA Data to the Client specified in the applicable TPA Agreement
- Destruction should be done in a secure and effective manner
- Remember that Vendor may still not *use* any properly retained IQVIA Data, *i.e.*, IQVIA Data that is contained in Vendor's computer system back-up or constitutes retained copies of Client deliverables

### Certify Return or Destruction

- Provide written certification in the TPA portal that all IQVIA Data has been returned to the appropriate client or destroyed

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## Refer to the Third Party Access Limited License Agreement

When in doubt, refer to the IQVIA *Third Party Access Limited License Agreement*. It is the document that controls. This *Helpful Hints* is only intended to be a useful guide and does not change any legal obligations Vendor may have under the Agreement.