

Glossary

Access point Hosting Voucher: designates the document indicating the agreement by the moral or physical signatory entity to host an SD-Box™ access point. The access point can be funded by this moral or physical entity, or by another moral entity with a contractual relationship to GENES-CASD.

Accreditation: decision made by the competent authority (data owner and/ or archives administration...) giving clearance to certain data within a project.

Biometric Reader: device equipped with a fingerprint sensor and an access card reader provided to the Hosting Institution by CASD.

CASD: designates the Secure Data Access Centre supervised by a board dedicated to its running and development within GENES and functions as a manager in the missions with which it is entrusted, including the handling of access to confidential data.

Contract: set of contractual documents signed by the parties, including terms and conditions, annexes, forms, and potential amendments.

Data: set of information for which CASD provides access to the User according to their clearance and to the CASD conditions of use.

Data owner: moral entity which entrusts GENES with data, to which the latter gives the User access via CASD, following the clearance procedure which has been defined by the data owner.

Export: exporting of non-confidential data completed by CASD upon request and under the responsibility of the User.

Express Enrolment Session: separate session for Users who have completed the standard enrolment session within the last 4 years where the User receives their new smartcard.

Financing Institution: title of the legal or natural entity, given that they are placing or have placed a minimum of one order for a CASD service of GENES. A Financing Institution can also be a Hosting Institution.

Hosting Institution: title of the legal or natural entity, given they emit or have emitted at least one access point hosting certificate. A host can also be a Financing Institution.

Import: integration of files provided by the User into their workspace by CASD.

Order Form: designates the document submitted by the Financing Institution to materialise the order. This document lists the services required by the financing institution. The Order Form constitutes a legal and financial agreement binding the Financing Institution.

PMSI : Medical Information Systems Program - MISP

Pricelist: document indicating the applicable rates, available on the CASD website.

Project: set of activities, completed within the CASD environment, by one or more directly and nominally identified Users on the data for which they received clearance and for the precise duration given with their clearance.

Project Extension: extension of a project's duration through the renewal of the initial authorisation, the subscription, and any related contracts.

SD-Box™: electronic device composed of a case and biometric reader, allowing access to CASD servers and rented by the CASD-approved Hosting Institution.

Smartcard: personal card provided by CASD allowing the User to prove their identity when connecting to the various CASD services for which they subscribed.

Standard Enrolment Session: training workshop conducted by CASD for Users in order to orient them to the various aspects including legal, IT, and security issues. Sessions take place at CASD. At the end of the session, the User receives their smartcard. Validation of a standard enrolment is four years.

Standard Export: export containing 1 table with 20 or fewer variables and 100 or fewer observations.

Technical Form: form available on the CASD website to be completed by the Hosting Institution.