

LHD Security Committee
Agenda
November 16, 2004

- Update: Vulnerability Assessments, IT Policies and Procedures - Kathy Moore
- HIPAA Security Checklist, Kathy Moore
Have you completed #2, #6, #16, #27, #28, #43, #54?
- Update on checklist items:
 - #5 Information System Activity Review, #17 Log-In Monitoring
Health Stat. – Sandra Ellenwood.
Other Systems – Kathy Moore
 - #6 Assigned Security Responsibility, HIPAA Security Responsibilities – Dianna Gertz.
- Inventory – Jim Strosnider. Where is your EPHI? Precursor to items:
 - #38 Disposal of media containing EPHI
 - #39 Media Re-use
 - #40 Maintain a record of the movement of media...
- Contingency Planning, Disaster Recovery, Emergency Mode Operations - Ed Dolly. Items #21 – 25.
- Security Incident Reporting - Items #19 and #20. Ed and Kathy.

Homework:

1. #3 Identify any changes your LHD can make to manage risks identified in the Risk Assessment you conducted. Begin making changes where feasible. All changes should be completed by March.
2. Conduct Inventory. Know where your EPHI is stored. Complete by January meeting.
3. Complete items #21, #22, #23, #24, #25. Target to have completed for January meeting.
4. Complete items #30, #31, #32, #33, #34 Complete by January meeting.
5. Consider how you handle security incident reporting locally. Review sample policy. Items #19 and #20.