

Vulnerability Assessment Evaluation
and
Plan of Action

The Jackson County Health Department underwent a vulnerability assessment the week of May 31, 2004. This assessment was conducted by Dale Davin of doubleD.biz in coordination with the West Virginia Department of Health and Human Resources, Management Information Systems (MIS). Results of the vulnerability assessment are included in this manual.

Although the Jackson County Health Department overall rated as a “low risk” in all categories, some issues were identified and addressed. These are:

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|----|-----------------------------------|-----------|---|------|
| 1. | Lack of smoke detectors | Corrected | / | /04 |
| 2. | Number/Non-Duplicatable Keys | Corrected | / | /04* |
| 3. | Fire extinguisher / 109 N. Church | Corrected | / | /05 |
| 4. | Fire extinguishers tested | Corrected | / | /05 |
| 5. | Windows 98 on computers | Corrected | / | /05 |

* Door keys are not number and are not marked “do not duplicate” for the staff located at 109 North Church Street as this office is rented. Furthermore, no protected health information is retained as this facility. Computers with access to protected health information are shut down and logged-off at the end of the working day.

It was also noted that user identification number had been assigned to staff but never accessed. Most of these individuals were assigned at the request of the Bureau of Public Health and belonged to Home Health staff. Originally, we looked at terminating these identification numbers. Since computers may be assigned to individuals in the Home Health Program and since none of these individuals have access to protected health information, it was determined to leave these as assigned at this time.