



## PROGRAM POLICY

<b>NUMBER:</b>	ADM 180
<b>TITLE:</b>	BHIT Security System Sweep
<b>CATEGORY:</b>	Administrative
<b>APPROVED:</b>	October 2016
<b>VERSION:</b>	1.1
<b>AUTHORITY:</b>	Program Director
<b>LAST REVIEWED:</b>	January 2019
<b>LAST REVISED:</b>	February 25, 2019

**PURPOSE:** To ensure the Regional Paramedic Program for Eastern Ontario (RPPEO) Base Hospital Internet Technology Services verifies system files for potential security risk.

**POLICY:** On a weekly basis, IT services will complete and document a security sweep. Files at risk will be removed as needed. In the event of a major breach, the webserver will be shut down for further investigations.

IT services will notify the Program Director of the any major potential breach.

### REVISION RECORD

Version number	Revision Date	Summary of Changes
1.1	February 2019	minor edits