

## Related Questions

### 1. What other security configurations are required?

University HIPAA Security policy requires that all devices other than smartphones have the following security profile:

- Whole disk encryption
- Automatic distribution of security and other patches (eg Big Fix)
- Installed and updated Yale ITS managed anti-virus/anti-spyware
- Automatic locking and password protection of desktops after 15 minutes of inactivity
- Registration in ITS backup service
- Removal of administrative privileges
- Removal of applications that create vulnerability such as Peer to Peer (P2P) file sharing.
- Locking cables or equivalent physical protection
- New devices must be purchased through the Yale Managed Workstation portfolio
- Private IP addresses

Smartphones are required to have the following security profile:

- Encryption
- Password protection
- Limits on the number of messages or the length of time messages are stored on the phone
- Limit apps to those that have been reviewed by Information Security as meeting our security standards
- Maintain the most recent operating system and security updates
- Have tracking and remote deletion features activated
- Limited wireless data networking to Yale VPN when not using a Yale cellular carrier.

More information is available at <http://hipaa.yale.edu/security/breach-prevention/compliance-requirements>

### 2. Can I use my personal computer at Yale?

No. Only Yale issued and managed computers may be used to access PHI whether you are on site or working remotely.

### 3. Can I use a server to work with ePHI?

Servers can be used only if less than 500 patient records are stored on the server. Also, the server must be configured to meet Yale's security requirements. See

<http://hipaa.yale.edu/security/breach-prevention/breach-prevention-servers>

**4. How can I transfer files?**

Files may be transferred using Yale's Secure File Transfer available at <http://its.yale.edu/services/collaboration-and-file-sharing/secure-file-transfer-service> Note that this service can be used as long as at least one of the partners in the data transfer is affiliated with Yale.

**5. Do I have to attest?**

Yes. Everyone within the HIPAA Covered Components must attest annually to understanding their HIPAA compliance obligations. The HIPAA Covered Components are:

- School of Medicine - excluding the School of Public Health, the Animal Resources Center, and the basic science departments: Cell Biology, Cellular and Molecular Physiology, Comparative Medicine, History of Medicine, Immunobiology, Microbial Pathogenesis, MolecularBiophysics & Biochemistry, Neurobiology, and Pharmacology
- School of Nursing
- Yale Health
- Department of Psychology clinics
- Benefits Office

**6. Can I use portable media and or personal storage devices?**

Yes as long as the portable media is encrypted. Yale recommends use of the Yale issued Iron Key thumbdrives. You request one by emailing [it.compliance@yale.edu](mailto:it.compliance@yale.edu)