



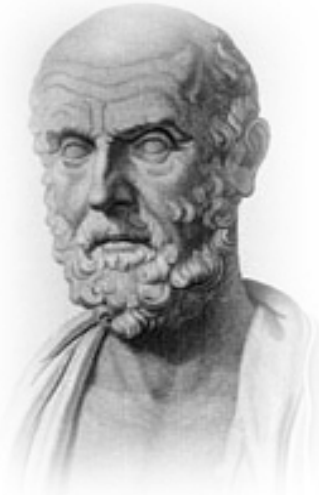
Overview of UAB Data Security & Privacy Policies

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Hippocrates



" Whatever, in connection with my professional practice or not, in connection with it, I see or hear, in the life of men, which ought not to be spoken of abroad, I will not divulge, as reckoning that all such should be kept secret."

**Hippocratic Oath
400 B.C.**



Cornerstones of Privacy

- Let affected people know what your privacy practices are
- Access only information you are authorized to access
- Do not share information with persons unless they have a right and a need to know
- Always secure information going across the internet
- Always secure sensitive information when left unattended
- Always dispose of sensitive information media properly
- Never share access controls like keys and passwords to sensitive information without appropriate clearance



Security Categories

I. Administrative procedures

II. Physical safeguards

III. Technical security services for data at rest

IV. Technical security mechanisms for data in transit



At the Desktop with Confidential Information

- Strong Passwords that age
- Automatic Screenlocks
- Turn off PC at the end of workday
- Security Notices
- Placement of Monitor
- Firewall
- Reporting & responding to procedures
- Software/hardware approval
- Anti-virus



Sample Policy

- Incident Response
 - Policy
 - Procedural requirements
 - Report procedures
 - Response procedures
 - Guidelines
 - Forms
 - Chain of Trust
 - Incident Report Form



Thank You and Good Luck
