COALFIRE

DATASHEET

HIPAA/HITRUST FastTrack Toolkit

+80 policy and procedure documents

+480 pages of comprehensive details

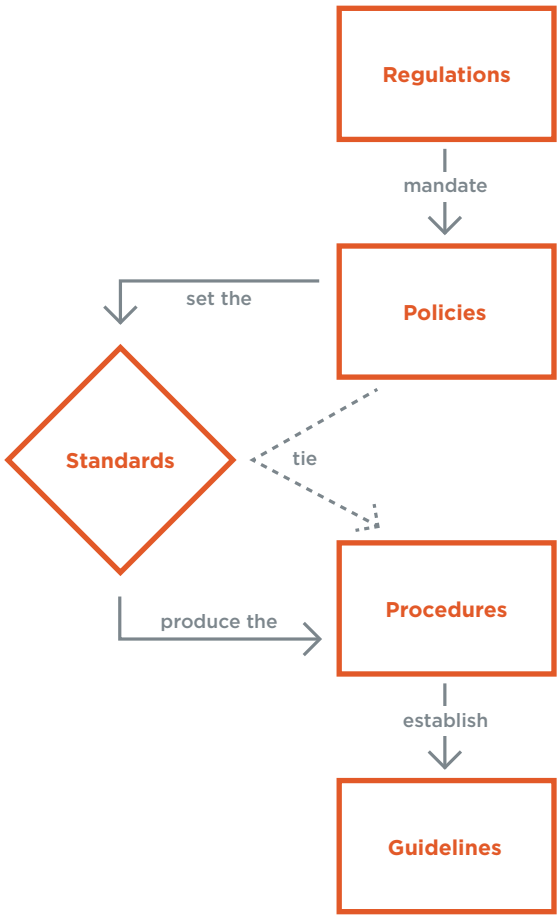
There is often a misconception that regulations, policies, procedures, standards, and guidelines are interchangeable or synonymous with each other. This could not be further from the truth. To understand the differences, these terms need to be fully explained as they relate to compliance and defined as they relate to HIPAA and HITRUST CSF.

HIPAA is legislation composed of regulations that are legally mandated. These regulations must be implemented and compliance must be met or there could be severe consequences. *Regulations* form the basis for a covered entity's policies. *Policies* are the intentions of the organization's management to comply with the regulations. Policies are documented, high-level requirements that are approved by management to provide direction for employees in the process of complying with the stated objectives.

Policies set the *standards* that help produce the *procedures* that will be followed to carry out the policies' objectives. Standards attempt to tie the procedures with the associated policies. Procedures are more detailed than policies and normally provide step-by-step instructions for complying with the policy.

Typically, a covered entity has one policy statement and several procedures that explain what should be done to carry out the policy. Once procedures have been developed, *guidelines* are usually established. Guidelines are common practices that are followed by employees of a covered entity and are usually the "real-life" practices that are established by a given procedure.

The diagram provides a view of how regulations, policies, procedures, standards, and guidelines work together.



Each policy contains:

- Purpose
- Policy statement
- Background/definitions
- Standards
- Implementation procedures
- Reporting/documentation
- References

FAST TRACK TOOLKIT CONTENT

Acceptable Use Policy	Access Agreement	Access Authorization Policy	Access Control Policy
Access Encryption and Decryption Policy	Access Establishment and Modification Policy	Administrative Safeguards Policy	Application Development
Applications and Data Criticality Analysis Policy	Assigned Privacy/Security Responsibility Policy	Auditing and Logging Control Policy	Authorization and/or Supervision Policy
Automatic Logoff Policy	Business Associate Contract Obligations Policy (Third-party Agreements)	Change Management Policy (Configuration Management)	Clear Desk Policy
Compliance Policy	Contingency Planning Policy	Data Backup Policy	Device and Mobile Media Controls Policy
Disaster Recovery Policy	Email Retention Policy	Email/Phone Policy	Emergency Access Policy
Emergency Mode Operations Policy	Evaluation/Vulnerability/ Penetration Test Policy	Exception Management Policy	Facility Access Controls Policy
Facility Security Policy	Facsimile Machine Policy	Firewall Management	Guidelines for Media Sanitization and Secure Disposal
Full Incident Response Plan	Information Access Management Policy	Information Handling	Information Security Management Policy
Information System Activity Review Policy	Integrity Policy	Internet Use Policy	Log Monitoring Policy
Asset Maintenance Records Policy (Maintenance and Repair)	Malicious Software Management and Malware Protection Policy	Mechanism to Authenticate Policy	Media Sanitization Validation Form
Mobile Device Acknowledgement and Agreement Form	Mobile Device/BYOD Policy	Network Management	Out-of-bounds/Secondary Level of Authentication
Policies/Procedures Overview	Password Management Policy	Person or Entity Authentication Policy	Personnel Security Policy
Physical Access Control and Validation Policy	Physical Contingency Operations Policy	Physical Safeguard and Environmental Security Policy	Remote Access Policy
Request for Exception Form	Risk Analysis Policy	Risk Management Policy	Sample Business Associate Agreement Provisions
Sanction Policy	Security Awareness Training Policy	Security Incident Response and Reporting Policy	Security Management/ Risk Assessment Policy (Asset Management
Security Reminders Policy	Social Media Policy	System Boundaries Examples	Technical Safeguard Policy
Teleworking	Termination Policy	Testing and Revision Policy	Transmission Encryption Policy
Transmission Integrity Control Policy	Transmission Security Policy	Unique User Identification Policy	Vendor Due Diligence Policy (Third-party Security)
Vendor Due Diligence Policy (Third-party Service Delivery)	Full Vendor Management Program	Visitor Security Policy	Vulnerability Management Policy
Wireless Access and Security Policy	Workforce Clearance Policy	Workforce Security Policy	Workstation Use and Security Policy

COVERS ALL HIPAA SECURITY RULE REQUIREMENTS AND 19 HITRUST CSF DOMAINS

01 Information Protection Program	***11*** Access Control
02 Endpoint Protection	***12*** Audit Logging and Monitoring
03 Portable Media Security	***13*** Education, Training, and Awareness
04 Mobile Device Security	***14*** Third-party Assurance
05 Wireless Security	***15*** Incident Management
06 Configuration Management	***16*** Business Continuity and Disaster Recovery
07 Vulnerability Management	***17*** Risk Management
08 Network Protection	***18*** Physical and Environmental Security
09 Transmission Protection	***19*** Privacy
10 Password Management	

In addition, our CoalfireOne℠ platform provides organizations with the testing, documentation, reporting tools, and QSA support needed to support all of your HIPAA/HITRUST compliance needs. The easy-to-use and secure CoalfireOne platform contains advanced features that make managing your risk and compliance program much easier.

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