SPOKANE COUNTY  Community Services, Housing and Community Development Department	Policy Title:  Risk Analysis		Policy # MIS - 43
	Signature:	Revised:	
	Christine Barada, Director Community Services, Housing and Community Development Department	Reviewed:	
	Signature Date:	Signing by authority No. 2007-0038	of Res.

#### References

State Pre-Paid Inpatient Health Plan Contract (PIHP) 45 CFR 164.308(a)(1)(ii)(A) Security Management Process: Risk Analysis

### <u>Scope</u>

The Spokane County Regional Support Network (SCRSN)

## 1. Policy

1.1. The SCRSN Administrator (security official) conducts an accurate and thorough assessment of the potential risks and vulnerabilities to the confidentiality, integrity, and availability of Protected Health Information (PHI) the covered entity holds.

# 2. Procedure

- 2.1. A comprehensive analysis of security threats is conducted at least once every three (3) years. It is reviewed annually and updated as needed.
- 2.2. The risk analysis comprehensively describes the SCRSN's Information Systems (IS), including the following components:
  - 2.2.1. The computer hardware and software that make up the SCRSN's information system;
  - 2.2.2. The categories and qualifications of staff members who use the system;
  - 2.2.3. The functions and activities supported by the information system;
  - 2.2.4. The data and information the information system collects, processes, and stores;
  - 2.2.5. The physical environment that houses information system components;
  - 2.2.6. On-site and off-site storage of information;

- 2.2.7. The organizations to which information is transmitted;
- 2.2.8. The data and information transmitted to other organizations; and
- 2.2.9. The internal and external connections between the SCRSN's information system and the information systems of other organizations.
- 2.3. The risk analysis identifies threats to the security of the SCRSN's PHI, including natural, human, and environmental threats. It also identifies the nature of each threat or vulnerability and how each may damage information security.
- 2.4. The analysis indicates the preventive measures that the SCRSN has implemented (or is planning to implement) to limit the damage that might be caused by each threat or vulnerability and evaluates the likelihood that each security threat or vulnerability might occur.
- 2.5. The risk analysis describes the nature and extent of the damage each threat might cause to the integrity, availability, and confidentiality of the SCRSN's information resources. It also identifies high-priority threats that are the focus of risk management efforts and recommends controls or actions to lessen the risk associated with high-priority threats. The SCRSN Administrator reviews and approves the risk analysis, and results are shared with other members of the management team and presented to the Director of Spokane County Community Services, Housing, and Community Development Department (CSHCD).

# 3. Monitoring

3.1. This policy will be monitored through the annual contracted provider monitoring, with the appropriate recommendations, findings and/or corrective actions required in performance improvement projects.

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