Cybersecurity checklist for healthcare practices

Greenway Health™

Increasingly, cybercriminals have targeted the healthcare industry for data sources rich with sensitive personal information.

Not sure how to protect your practice?

Use this checklist as a step-by-step guide to prevent a data breach or other security incident.

$161 The average cost per breached record for a healthcare organization in 2021

329 The average number of days to identify a breach*

Train practice staff

- ☐ Schedule regular security training sessions.
- ☐ Create a policy that requires regular password updates and secure password management — no sharing passwords or writing them down.
- ☐ Build rules to ensure password complexity.
- ☐ Implement a "clean desk" policy to avoid accidental exposure of credentials.
- ☐ Secure system access by implementing a firewall with two-factor authentication.
- ☐ Train staff to identify phishing emails and follow anti-virus and anti-malware requirements.

Safeguard data and devices

- ☐ Secure any devices that can access your network.
- ☐ Create a guest network for patients and visitors.
- ☐ Monitor network use for authentication errors, unauthorized access, and unusual activity. Disconnect any unauthorized devices as soon as possible.
- ☐ Configure devices before use, limiting data and application access to only what is required for daily tasks.
- ☐ Set data controls to block unsafe actions like uploading or downloading data to external drives.
- ☐ Ensure data protection tools are implemented and policies are followed.

Back up data

- ☐ Perform regularly scheduled backups.
- ☐ Confirm that your off-site data backup/recovery partner is HIPAA compliant.
- ☐ Maintain a current, secure process to access your off-site data backup conveniently and quickly, at any time.
- ☐ Consider cloud-hosted solutions for greater security.

Assess for risks and respond to threats

- ☐ Perform regular risk assessments.
- ☐ Identify security vulnerabilities and apply patches when needed.
- ☐ Log, monitor, and analyze security risks as required by HIPAA.
- ☐ Maintain an audit trail when incidents occur.
- ☐ Keep detailed records of any data breaches.

*Cost of a Data Breach Report 2021, IBM

Want peace of mind that your cybersecurity needs are being met?

Schedule a free consultation with Greenway experts today. Call us at 877-537-0063 or visit **https://www.greenwayhealth.com/solutions/cloud-based-ehr-and-practice-management-software**.