



Kansas Health Policy Authority Operational Policy

Title: Remote Access to KHPA Internal Network

Number: POL-IT:2007-04

Effective date: 5-10-2007

Date Revised: None

Date of Annual Review: 5-19-08

Authority: POL-EX:2006-01

CATEGORY

Information Technology

SUBJECT

Remote access to Kansas Health Policy Authority data and information resources and internal network.

BACKGROUND

KHPA and the State of Kansas require and use security measures on State equipment and information being used by staff working in state offices. Those same security measures are not presently available when the information is accessed by KHPA employees or agents using mobile equipment from a site other than a state office. This lack of security could compromise protected health information (PHI), protected personal information (PPI) and other sensitive information. This could also compromise the information system itself.

POLICY STATEMENT

Access to KHPA data and information resources (excluding web mail) from external networks will not be permitted unless the security of the information and the system can be assured.

Any access must be based on a written request for access. The KHPA's Information Technology Director will review the request and provide a written document granting access which specifies the conditions and restrictions for such use must be provided to the requester.

Access without permission is deemed to be a violation of the information security requirements of KHPA.

SPONSOR/CONTACT

Chief Operations Officer