

ST. JOSEPH'S HEALTHCARE SYSTEM  
ADMINISTRATIVE POLICIES AND PROCEDURES

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SUBJECT: AUDIT CONTROLS

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**PURPOSE**

St. Joseph's Healthcare System (SJHS) is committed to implementing formal hardware, software, and/or procedural mechanisms that record and examine activity in information systems that contain or use electronic protected health information. As such, SJHS will continually assess potential risks and vulnerabilities to protected health information in its possession, and develop, implement, and maintain appropriate administrative, physical, and technical security measures in accordance with 45 C.F.R. § 164.312b.

**POLICY**

The policies and procedures stated herein apply to all electronic protected health information maintained or transmitted by the SJHS.

In an effort to ensure appropriate access and use of systems and the data contained therein, SJHS will utilize ITR hardware, software, and/or procedures to record and examine system activity.

As an integral part of the audit control process, ITR will conduct an in-house review of our records of system activity as documented.

**LEGAL/REGULATORY CITES**

**45 C.F.R. §164.312(b)**

**PROCEDURES**

1. Audit Procedures will be followed according to ITR's operational policies and procedures.
2. The policies and procedures established herein, including all derivative documents regarding audits would be documented and maintained in a current manner.