

NORTHCARE NETWORK

POLICY TITLE: Business Continuity	CATEGORY: Information Management	
EFFECTIVE DATE: 6/25/13	BOARD APPROVAL DATE: 6/25/13	
REVIEWED DATE: 7/2/24	REVISION(S) TO POLICY STATEMENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	OTHER REVISION(S): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
RESPONSIBLE PARTY: CIO	CEO APPROVAL: 8/8/24 Megan Rooney, CEO	

APPLIES TO

NorthCare Network Personnel
Network Providers (Includes IT System Providers)

POLICY

It is NorthCare Network's policy that program operations and business assets, including information systems, are maintained in a condition to minimize threats and hazards which would cause a disruption to program operations. A comprehensive business continuity plan is the means through which this can be achieved.

PURPOSE

To establish and implement, as needed, policies and procedures for responding to an emergency or other occurrence that damages mission critical systems. Comply with federal, state, and local regulations regarding business continuity and mitigate the effects of unforeseen events that threaten business operations.

DEFINITIONS

1. ***Business continuity*** - The capability to continue essential business processes under all circumstances.
2. ***Business continuity plan*** - Well researched, all-hazards effort to ensure capabilities are developed to maintain business operations before, during and after a disaster. Consists of a business impact analysis (BIA), hazard vulnerability analysis (HVA), and impact scenarios.

REFERENCES

- HIPAA 45 CFR Part 160, 45 CFR Part 162, and 45 CFR Part 164
- HITECH 42 CFR: Parts 412, 413, 422 and 495 and 45 CFR: Subtitle A Subchapter D

HISTORY

REVISION DATE: 11/14/17, 9/12/23

REVIEW DATE: 6/19/13, 5/14/14, 5/5/15, 3/30/16, 1/16/17, 11/14/17, 9/21/18, 7/29/19, 5/26/20, 3/14/21, 1/23/22, 10/31/22, 9/12/23, 7/2/24

CEO APPROVAL DATE: 6/19/13, 5/14/14, 5/5/15, 4/4/16, 2/7/17, 12/11/17, 10/2/18, 8/6/19, 6/2/20, 4/6/21, 2/1/22, 12/6/22, 10/12/23, 8/8/24

BOARD APPROVAL DATE: 6/25/13

PROCEDURES

See Business Continuity Plan filed at: N:\Policies-Plans-SOPs\Plans