

 <p><b>HAWAII HEALTH SYSTEMS</b> CORPORATION <i>"Touching Lives Everyday"</i></p> <p><b>Policy</b></p>	<b>Department:</b> Information Technology Department	<b>Policy No.:</b> <b>ITD 0029</b>
	<b>Issued by:</b> Barbara Kahana Vice President & CIO	<b>Revision No.:</b> N/A
<b>Subject:</b> <b><i>Facility Maintenance Records</i></b>	<b>Approved by:</b>  Thomas M. Driskill, Jr. President & CEO	<b>Effective Date:</b> 10/04/04
		<b>Supersedes Policy:</b> N/A
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- I. **PURPOSE:** To ensure proper physical security to protect HHSC IT assets. This policy is based on final HIPAA security rule requirements, and generally acknowledged IT best practices.
- II. **POLICY:** Documentation shall be maintained regarding repairs or modifications to specific physical structures, wherein information system equipment are housed.
- III. **SCOPE:** Specific physical structures to which this policy applies include dedicated computer rooms, wiring closets, physical spaces through which computer cabling traverses, etc.