

 <p>HAWAII HEALTH SYSTEMS CORPORATION <i>"Touching Lives Everyday"</i></p> <p>Policy</p>	Department: Information Technology Department	Policy No.: ITD 0030
	Issued by: Barbara Kahana Vice President & CIO	Revision No.: N/A
Subject: <i>Data Integrity</i>	Approved by: Thomas M. Driskill, Jr. President & CEO	Effective Date: 10/04/04
		Supersedes Policy: N/A
		Page: Page 1 of 1

- I. **PURPOSE:** To protect the integrity of HHSC information. Data integrity assures that information has not been altered or destroyed in an unauthorized manner.

This policy is based on final HIPAA security rule requirements, and generally acknowledged IT best practices.

- II. **POLICY:** Procedures and mechanisms shall be established to:

- Prevent unauthorized users from deleting or making modifications to information.
- Prevent authorized users from inadvertently and improperly deleting or modifying information.
- Detect improper modifications to information.
- Maintain internal and external consistency of information.

In many cases, mechanisms to protect data integrity are integrated within the applications and hardware systems that are procured by HHSC. Where such mechanisms do exist in software applications and hardware systems, they must be utilized to the fullest extent, as may be appropriate.

- III. **SCOPE:** This policy applies to Technical Services Division (TSD), Application Services Division (ASD), and the Regional End-User Support Team (REST).