

## **OUCH! Newsletter – Securely Disposing of Your Mobile Device**

This month's security focus is on *Securely Disposing of Your Mobile Device*. We chose this topic because so many people get new laptops, cell phones and other mobile devices or mobile storage during the holidays. OCIS wants to make sure that if you dispose of any older devices, you do so securely.

**Since the SoD is a health care environment, you should always consult OCIS if you are replacing or planning to dispose of any cell phone, laptop or any other mobile device or mobile storage that you have used here at the school to ensure you are in compliance with HIPAA laws and University policy and to allow OCIS to update its inventory records.**

The OUCH! newsletter link is here

[http://securingthehuman.sans.org/newsletters/ouch/issues/OUCH-201612\\_en.pdf?utm\\_medium=Email&utm\\_source=Houselist+Ouch&utm\\_campaign=STH+Ouch!&utm\\_content=English+Version](http://securingthehuman.sans.org/newsletters/ouch/issues/OUCH-201612_en.pdf?utm_medium=Email&utm_source=Houselist+Ouch&utm_campaign=STH+Ouch!&utm_content=English+Version)

## **Phishing**

Please forward **as an attachment** any phishing messages that you encounter to [phish@unc.edu](mailto:phish@unc.edu). For an explanation of how to forward an email as an attachment please [read the following article](#) on help.unc.edu.

To check and see if you have a suspected Phishing email go to <http://its.unc.edu/phish-alerts/>

## **Encryption Project Status**

Encryption is one of the few technologies specifically mentioned in HIPAA. It is crucial to encrypt all mobile computing and mobile storage devices that could come into contact with patient data to comply with HIPAA and University policy. According to OCIS records we have completed the encryption process for all faculty, staff and student laptop computers. It is now time to start re-checking devices to update their security status. OCIS will be contacting you regarding this in early 2017.

**REMEMBER. If you have an unencrypted laptop, unencrypted external hard drive or unencrypted USB Flash Drive and are using it here at the school, please contact OCIS as soon as possible!**

## **USB Hardware Encrypted USB Flash Drives Distribution**

OCIS has received 649 hardware encrypted USB flash drives for certain programs, departments and staff. OCIS will be distributing these drive in early 2017.

## **SoD Security Awareness Training Test Requirement**

To comply with HIPAA and UNC policy, OCIS is now enforcing the annual SoD Security Awareness Training requirement. To access the EPR, you will now be required to take and pass both the HIPAA and SoD Security Awareness test. To take the SoD Security Awareness Training and test please go to <https://www.dentistry.unc.edu/secure/training/securityawareness/>. OCIS recently updated the HIPAA and Security Awareness test to align with campus' content changes. If you have questions, please contact OCIS.

### **Cyber Security Awareness Posters Available**

OCIS still has security posters that you can display in your department. Please come down to OCIS to pick up posters for your department or unit.

### **HIPAA Security Incident Update**

The last reported HIPAA security incident was a stolen laptop, external hard drive, USB Flash Drive and camera SD card. This incident was reported to the school on December 13, 2016, and is currently under investigation.

**We have gone three days since the last HIPAA security incident. Stay vigilant.**

### **OUCH! Archives**

For previous issues and topics please go here:

<https://securingthehuman.sans.org/ouch/archives>

### **Security Awareness Tip of the Day**

[https://www.sans.org/tip\\_of\\_the\\_day.php](https://www.sans.org/tip_of_the_day.php)

**Remember. It is your personal responsibility to protect patient data (e.g. electronic Protected Health Information or ePHI) on laptop computers and portable media devices (e.g. CD/DVDs, USB keys, USB drives and SD Cards). In all cases, patient data can never be stored on a portable computing or media storage device unless it has been inventoried, encrypted and approved by OCIS.**

Thanks and safe computing.

### **School of Dentistry HIPAA Security Officer**

David Rankin

Email: [david\\_rankin@unc.edu](mailto:david_rankin@unc.edu)

Phone: (919) 537-3485

### **School of Dentistry HIPAA Privacy Officer**

Dr. Darryn Weinstein

Email: [darryn\\_weinstein@unc.edu](mailto:darryn_weinstein@unc.edu)

Phone: (919) 537-3588

### **For more information:**

SoD Policies <https://www.dentistry.unc.edu/experience/policies/>

UNC Policies <http://its.unc.edu/about-us/how-we-operate/>

What is Sensitive Information? <http://help.unc.edu/help/examples-of-sensitive-information/>