

<b>ADAMHS BOARD FOR MONTGOMERY COUNTY</b>	<b>BP # 530</b>	
<b>TITLE: Disaster Recovery Plan</b>	<b>SUBJECT HIPAA SECURITY</b>	
Page 1 of 1	<b>EFFECTIVE DATE</b>  4/21/05	<b>SUPERSEDES DATE</b>

**PURPOSE:** To establish, and implement as needed, procedures to assist in the restoration of any loss of data.

**POLICY:**

1. The ADAMHS Board for Montgomery County will have a disaster recovery plan for electronic data and equipment.
2. Appropriate MIS staff assigned roles in the Disaster Recovery Plan will follow its guidance, as appropriate, in a disaster. Familiarity with the plan and demonstrated competence in the requirements of the plan are an important part of the MIS staff at the ADAMHS Board for Montgomery County employee's responsibilities as assigned.
3. The Board will follow the *Disaster Recovery Plan* related to the following disaster classifications:

- Type I Disaster - minimal equipment failure
- Type II Disaster - computer room damaged must relocate within current building
- Type III Disaster - facility damaged must relocate to another building

**REFERENCES:**

HIPAA Final Security Rule, 45 CFR Parts 160, 162, and 164, Department of Health and Human Services, <http://www.cms.hhs.gov/hipaa/hipaa2/regulations/security/default.asp>, February 20, 2003. § 164.308(a)(7)(ii)(B) and (C).

"CMS Information Systems Security Policy, Standards and Guidelines Handbook", Centers for Medicare and Medicaid Services, <http://www.cms.hhs.gov/it/security/docs/handbook.pdf>, July 2004.

NIST SP 800-18, Guide for Developing Security Plans for Information Technology Systems, <http://csrc.nist.gov/publications/nistpubs/800-18/Planguide.PDF>.

NIST SP 800-12, An Introduction to Computer Security: The NIST Handbook, chapter 11, <http://csrc.nist.gov/publications/nistpubs/800-12/handbook.pdf>