

MEMORANDUM

To: HSC Deans, Directors, Faculty, Administration; UNMMG Administration; CEO, UNM Hospital; and President, ~~SMC~~

From: Dr. Paul Roth, Executive Vice President for Health Sciences

Date: 04/29/2010

Re: EVP Directive: Computer Imaging of New Desktop and Laptop Computer Purchases

In order to ensure that every HSC workstation is configured in accordance with current HSC standards all new desktop and laptop computer purchases are required to be routed through HSLIC, UNMH IT or UNMMG, as appropriate, for purchase and thereafter shipment from the vendor to locations specified by the Directors of UNMH, HSLIC IT or UNMMG support services in accordance with input from the appropriate governance bodies.

Standardized workstation operating system images provided by UNMH and/or HSLIC IT support shall:

1. either be installed by HSLIC and/or UNMH central IT support staff or provided to local IT support staff for installation when the workstation arrives
2. remain in compliance with the HSC standard baseline configuration throughout the life of the system

Exceptions to this directive are limited and must be granted by the HSC Information Security Officer prior to the purchase and/or use of the computer equipment. The Unit Security Liaisons are responsible for maintaining all exceptions on the unit exception list and must ensure that the systems are configured to approved HSC baseline standards. To request an exception, contact:

Barney Metzner, HSC ISO
HIPAA Security Officer
UNM Health Sciences Center
1 Campus Blvd. MSC09 5100
Albuquerque, NM 87131
Office: 505-272-1696
Email: bmetzner@salud.unm.edu

A policy regarding this directive will be formalized.