Memorandum

To: St. John's Colleagues and Physician Partners

From: Information Systems

Date: July 29, 2013

Subject: Screensaver Timeout Change

Dear Colleagues:

Beginning on Monday, August 12th at 12:00 PM, the timeout for all screensavers will be changed to 10 minutes. The purpose of this change is to ensure the privacy and security of our patient data and information systems, in compliance with federal HIPAA law. This is the standard for all HSHS hospitals.

After 10 minutes of inactivity, you will be required to log into the computer again with your user name and password (or badge tap if available).

All computers that are currently exempt from the timeout policy will continue to be exempt under the new policy.

Thank you for your support in keeping our systems safe and confidential.

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