



University of Connecticut Health Center

POLICY NUMBER 2006-14

June 23, 2006

POLICY: PURCHASE/DEVELOPMENT OF INSTITUTIONAL SYSTEMS

PURPOSE:

To ensure that software purchased/developed for institutional use can be fully supported by the UCHC IT Department, does not duplicate functionality already operational or under development, can be appropriately integrated with other UCHC systems, and complies with HIPAA Security and other applicable state or federal regulations.

SCOPE:

This policy applies to all UCHC employees, including faculty and staff.

POLICY STATEMENT:

1. UCHC employees who seek to purchase an institutional system or to secure consultant(s) to develop an institutional system, must contact and work through the UCHC Chief Information Officer or Assistant Vice President, Enterprise Systems.
2. Institutional systems are defined as being intended for use beyond one individual/ laboratory or small work group (three or more individuals) and having one or more of the following characteristics:
 - 2.1 Will support a key process or function within an organizational unit
 - 2.2 Requires interfaces or feeds to/from other institutional systems
 - 2.3 Requires infrastructure support beyond simple network access (server, back-up, etc.)
 - 2.4 Will provide data for department/institutional reporting needs including regulatory needs, and/or feed the enterprise data warehouse and require database management.
 - 2.5 Will have patient safety implications if system is not set up properly or malfunctions in any way in production.
 - 2.6 Requires custom development in excess of \$20,000.

Sandra Armstrong (signed)
Chief Information Officer

July 12, 2006
Date

Peter J. Deckers, M.D. (signed)
Executive Vice President for Health Affairs

July 17, 2006
Date

NEW POLICY: June 23, 2006