Walkthrough Meeting Verbiage: Clinical Data Repository

* **Governance Walkthrough**

Hello Everyone,

The purpose of this walkthrough meeting is to get a better understanding of the controls and processes related to the data governance process regarding CDR. During the meeting IA will take screenshots so please prepare to share the key processes.

Some of the key areas that will be discussed are:

* Walkthrough of the data governance process
* Understanding the CIAR Process
* Key stakeholders
* How requests are tracked
* Business Continuity and Disaster Recovery plans

Please forward this meeting invite to any team members who can help us better understand this topic and send delegates if you cannot attend. Feel free to reach out if you have any questions.

Thanks,

* **Change Management**

Hello Everyone,

The purpose of this walkthrough meeting is to get a better understanding of the controls and processes related to the change management process regarding CDR. During the meeting IA will take screenshots so please prepare to share the key processes.

Some of the key areas that will be discussed are:

* Change management tools
* Individuals responsible for implementing the changes
* Change documentation process
* Protocol for emergency changes
* How changes are tested

Please forward this meeting invite to any team members who can help us better understand this topic and send delegates if you cannot attend. Feel free to reach out if you have any questions.

Thanks,

* **Access Management and Vulnerability Management Walkthrough**

Hello Everyone,

The purpose of this walkthrough meeting is to get a better understanding of the controls and processes related to the access management and vulnerability management processes regarding CDR. During the meeting IA will take screenshots so please prepare to share the key processes.

Some of the key areas that will be discussed are:

* User provisioning process
* Tools used
* Understand the different privileges in Google Cloud
* Central Access Recertification Review System (CARRS)
* Periodic Access Review
* Logging and monitoring user’s activity and outliers
* Deprovisioning process
* How vulnerabilities are tracked and remediated
* Responsible parties for remediating vulnerabilities
* Defined SLAs for remediating vulnerabilities

Please forward this meeting invite to any team members who can help us better understand this topic and send delegates if you cannot attend. Feel free to reach out if you have any questions.

* **Data Integrity and Data Protection Walkthrough**

Hello Everyone,

The purpose of this walkthrough meeting is to get a better understanding of the controls and processes related to the data integrity and data protection processes regarding CDR. During the meeting IA will take screenshots so please prepare to share the key processes.

Some of the key areas that will be discussed are:

* Understand the different checks and balances in place
* Key stakeholders
* Alerts generated for success/failed attempts
* Defined SLAs related to alerts
* Understanding the encryption standards used
* Access to change encryption configurations

Please forward this meeting invite to any team members who can help us better understand this topic and send delegates if you cannot attend. Feel free to reach out if you have any questions.