

Security Projects (TO-1300)

[TO-871] Security - Access Audit

Created: 14/Dec/22 Updated: 02/May/24 Due: 30/Dec/22

Status:	TICKET RESOLVED		
Project:	Technology Operations Board		
Components:	None		
Fix versions:	None		
Parent:	Security Projects		

Type:	Task	Priority:	Medium
Reporter:	Jasmine Sekhon	Assignee:	Solounge Bowen
Resolution:	Unresolved	Votes:	0
Labels:	Azalea, EMR, Stripe, Trellis/Orchard, Tricefy, security		
Remaining Estimate:	Not Specified		
Time Spent:	Not Specified		
Original estimate:	Not Specified		

Issue links:	Problem/Incident		
	is caused by	TO-508 SOP- Offboarding Users from Applications	TICKET RESOLVED
	is caused by	TO-760 Update Active Employee list	TICKET RESOLVED
Vendor / Issue Type:	Audit, Security/Credentialing		
Key Performance Indicator:	Completion and accuracy of records, Data Capture Rate, Data Quality & Safety Improvement		

Description

Purpose

- To remove all users that no longer work in Kindbody from systems

Follow Ups

- 12/14 Emily R provided active employee list
- 12/16 Brian confirmed to add Reviewer Tabs so that the info so that this can be presented to auditors
- 12/19- Requested Moises and Sam sign off the access audit
- 12/27- Request follow up
- 1/5 Updated active employee list
- 1/26- Updated active employee list, inserted active gmail accounts so that I can keep track of contractors as well. EMR,Tricefy, and Trellis has been fully audited and users removed. Waiting on admin access for Azalea and stripe to remove users
- 1/27 removed users doe Azalea and Stripe. Completed Security Audit . Jasmine signed off and sent over to AJ and Brian

References

https://docs.google.com/spreadsheets/d/1hzuH3FI4sYb-DBsfLQTrM5qTkWUZzAkxvT5UmXOCg_A/edit#gid=0

https://docs.google.com/spreadsheets/d/1pCbRdfxTP4Bo9AezUa4lkWLdz6eOkx_1/edit#gid=1588583263 - created by Brian

Complete Audits

- [DONE] EMR
- [DONE] Tricefy
- [DONE] Stripe
- [PENDING] Azalea
- [DONE] Trellis
 - Chris Mehall created a ticket (Case 00001350) for support to assist with Trellis user report. Waiting to hear back from support on pulling a report
 - Waiting on Adam Hartman to give report\
 - 12/27- Followed up with Chris with report since we've provided everything that was needed

Comments

Comment by [Jasmine Sekhon](#) [15/Dec/22]

After completing Audit, please work on SOP and process for offboarding users from applications

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