



# LAW FIRM

## Information Security Compliance Quiz

Are you prepared for an information security compliance audit? Is your firm compliant with federal, state and industry regulations and best practices for safeguarding client information?

Below are 10 of the roughly 80 compliance requirements and best practices your firm should be following. Get a good indication of how your firm is doing with this fast and simple quiz.

Yes No

- 1. Do you have an assigned **Information Security Compliance Manager** to manage your firm’s federal, state and industry compliance requirements?
- 2. Does your firm have a formalized **Information Security and Compliance Plan** and is it updated every year?
- 3. Are the **partners and managers** in the firm aware of your Information Security Plan, and are they supportive and committed to enforcement of the plan’s policies and procedures?
- 4. Does your firm conduct the required data breach **Risk and Compliance Assessment** at least annually?
- 5. Do you have a formal employee **information security training program** and are all personnel regularly trained and tested?
- 6. Do you have a **mobile device and telecommuting** security policy that your staff follows?
- 7. Does your firm follow a compliance based **technical safeguards plan** – including the required computer network and website vulnerability assessments, encryption, data backup, data disposal, and other mandatory compliance requirements?
- 8. Do you have information security agreements in place with your **service providers, vendors and other business associates** to ensure they follow minimum required security protocols to protect your client information?
- 9. Do you have a formalized data breach **Incident Response Plan**?
- 10. Do you have the necessary **security and compliance reports** (HIPAA, GLBA, PCI-DSS, ISO 27001, SOC2) to quickly respond to security audits from regulators or from key customers?

**4 or more “No” or “Not Sure” Answers = HIGH RISK / SIGNIFICANT LIABILITY**

**Would your firm benefit from a simplified Information Security Compliance program?**

Come see us at the GLJ Benefit Consultants/BreachPro booth!

