

## Antivirus Policy

## Policy 5005

### Purpose:

The purpose of this policy is to define and establish policy regarding malware protections that are utilized on Bullhook Community Health Center (BCHC) networks, desktop and laptop computers and servers in order to protect the network from various malware, including viruses, keystroke loggers, Trojan Horses and Denial of Service attacks.

### Scope:

The scope of this policy is the BCHC internal network, and all of the devices connected to it. This includes contractor owned devices that connect to BCHC networks.

### Policy:

It is the policy of BCHC to have all of our networks, servers, laptop and desktop computers protected from malware. BCHC manages malware protections, centrally. Malware protections include both software and hardware devices. It is also BCHC's policy that USB devices are scanned for malware upon being detected when a USB is plugged into a device on the BCHC network.

### Malware Scanning:

BCHC will run nightly malware scans. The purpose of the scan is to detect malware present on the BCHC network.

### Reporting:

Email alerting will be set up to a distribution group consisting of system administrators to alert them when malware threats, non-reporting and other antivirus/monitoring related messages are detected.

### Definitions:

1. Malware-malware is short for malicious software and used as a single term to refer to virus, spyware, worms etc. Malware is designed to cause damage to a standalone computer, a server, or networked PC. Malware is a program which is designed to damage a computer or network, and it may be a virus, worm or Trojan horse.

- a. Worms: Worms are malicious programs that make copies of themselves again and again on the local drive, network shares, etc. The only purpose of the worm is to reproduce itself again and again. It doesn't harm any data/file on the computer. Unlike a virus, it does not need to attach itself to an existing program. Worms spread by exploiting vulnerabilities in operating

systems. Due to its replication nature it takes a lot of space in the hard drive and consumes more Central Processing Unit (CPU) uses which in turn makes the pc too slow, and also consumes more network bandwidth.

b. Virus-Virus is a program written to enter into a computer and damage/alter computer files/data. A virus might corrupt or delete data on a computer. Viruses can also replicate themselves. A computer virus is more dangerous than a computer worm as it makes changes or deletes files while worms only replicates itself without making changes to computer files/data. Viruses can enter into a computer as an attachment of images, greeting, or audio / video files. Viruses also enters computers through downloads on the Internet.

c. Trojans - A Trojan Horse is not a virus. It is a destructive program that looks as a genuine application. Unlike viruses, Trojan Horses do not replicate themselves but they can be just as destructive. Trojans also open a backdoor entry to your computer which gives malicious users/programs access to your system, allowing confidential and personal information to be stolen.

  
\_\_\_\_\_

Date: 3/9/2020

CHIEF EXECUTIVE OFFICER

  
\_\_\_\_\_

Date: 3/9/2020

CHAIR, BOARD OF DIRECTORS

Date first adopted	06/24/2015
Date Revised/QI Board approval	06/24/2015, 02/26/2020
New date adopted/Board of Directors approval	07/13/2015, 03/09/2020