MapleTronics

HEALTHCARE TECH HEALTH CHECK: 5 AREAS TO REVIEW

Use this checklist to spot red flags, prioritize updates, and guide conversations with your internal team or outside partners.

OUTDATED SYSTEMS & SOFTWARE

- ◯ Have we reviewed our software inventory in the last 12 months?
- ◯ Are we using any unsupported or end-of-life systems?
- ◯ Do our critical systems (EHR, scheduling, billing) receive regular updates?
- ◯ Have we planned phased upgrades for any legacy platforms?

CYBERSECURITY READINESS

- ◯ Are all staff accounts protected by multi-factor authentication (MFA)?
- ◯ Have we held cybersecurity training in the past 6 months?
- ◯ Are our critical files backed up in a secure, encrypted location?
- ◯ Do we have an incident response plan (and has it been tested)?

STRATEGIC IT ALIGNMENT

- ◯ Is IT included in strategic planning or leadership meetings?
- ◯ Have we identified top clinical or operational goals that technology can support?
- ◯ Is there a 12–24 month roadmap for technology improvements?
- ◯ Are we gathering regular feedback from clinical staff on tech pain points?

COMPLIANCE & DOCUMENTATION

- ◯ Are we confident in our HIPAA and data privacy documentation?
- ◯ Do we conduct annual risk assessments or audits?
- ◯ Is there a designated compliance point person or team?
- ◯ Have we refreshed staff training on compliance this year?

DOWNTIME PREVENTION

- ◯ Are critical systems (EHR, phones, internet) monitored for performance issues?
- ◯ Do we have automatic backups in place for all essential data?
- ◯ Have we tested recovery procedures in the last 6–12 months?
- ◯ Is there a documented downtime plan for clinical staff?

SCORE YOURSELF:

17-20: You're ahead of the curve. Keep building on your foundation.

12-16: Strong progress. Identify 1-2 focus areas for your improvement.

<12: Time to take action. Prioritize high-risk areas and consider expert support.