

**VA Medical Equipment Pre-Procurement Assessment**

**(\*Indicates field is completed by Biomedical Engineering)**

|  |   |
|--|---|
| *Equipment Category (VA-MDNS):   | *Vendor:  |
| *Requesting Service:   | *Model:   |
| *Requestor:  | Vendor Contact:   |
| *Installation Location: (Room-Bldg-Division):  | If server based, specify rack space and power requirements: |
| *Biomedical Engineering Point of Contact:  | *MDIA VLAN Number for Installation:                         |
| *Equipment Description (i.e., layman's description of equipment function and systems it communicates with):  |   |
| *If Biomedical Engineering is NOT the Primary System Manager for system management and maintenance, please note the responsible department below.<br>Other |   |

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**Medical Device /System Configuration**

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|--|-------------|-----------------|
| What OS and version/Service Pack does the system utilize (e.g., Win7- SP1, Win Svr 2008, Linux)?                           |             |                 |
| Does the system use a database application to operate?   | Yes         | No              |
| If yes, specify which application/version:   |             |                 |
| Membership in the facility's Windows Domain is:  |             |                 |
| Required   | Recommended | Not Recommended |
|  |             | N/A             |
| Is a desktop web browser required to access the medical system/application?  | Yes         | No              |
| If yes, specify which browsers and versions are supported:   |             |                 |
| If yes, does it require the use of https: and the VA SSL certificates – explain below:                                     |             |                 |
| If a browser is required, does it require a specific version of Java?  | Yes         | No              |
| If yes, specify the version:   |             |                 |
| Is ActiveX required for client operation?  | Yes         | No              |
| If yes, specify configuration requirements:  |             |                 |
| If Windows based, can the system use the National Medical Device Update Server for OS patches?                             | Yes         | No              |
| If no, specify how OS patching will be accomplished:   |             |                 |
| Can critical and routine OS and system security patches be applied as they become available without prior vendor approval? | Yes         | No              |
| If no, specify how approval notification to VA will be accomplished:   |             |                 |

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|--|-----|----|
| Can the device support the use of McAfee Anti-Virus (AV) software?   | Yes | No |
| If no, what AV packages and versions are supported and describe the mechanism to provide updates.  |     |    |
| Can USB ports be disabled on the device without compromising operation?  | Yes | No |
| Can auto run be disabled for portable media?   | Yes | No |
| Can VA install host-based security components such as a firewall, host intrusion prevention system (HIPS), anti-malware software, and/or any other security suite software required to operate on the VA production network? | Yes | No |

**If “No” is the response to any of the above questions regarding updates and anti-virus software, please explain further for each item in the space below.**

### **Authentication and User Account**

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|--|-----|----|
| Is an administrator or power user account required to operate the device?    | Yes | No |
| Can the device be made to require individual user authentication?            | Yes | No |
| Does the device support password aging and strong user password accounts?    | Yes | No |
| Does the device support auto logoff or/and session lock?                     | Yes | No |
| Does the system support the use of Active Directory for user authentication? | Yes | No |
| If yes, specify configuration requirements, LDAP etc.:                       |     |    |
| Does the system support the use of PIV/Smart Card only authentication?       | Yes | No |

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**Data Handling**

|  |     |    |
|--|-----|----|
| Specify which Electronic Protected Health Information ePHI data elements are stored on the device (e.g., last name, SSN, DOB):   |     |    |
| How many records with sensitive information can be stored on the device?   |     |    |
| How long will they be retained on the device?  |     |    |
| Is ePHI encrypted prior to transmission?   | Yes | No |
| If yes, what is the encryption mechanism(s)?   |     |    |
| What is the media used for long term storage?  |     |    |
| How is data transmitted to the storage repository (e.g. LAN, DVD, USB, etc.)?  |     |    |
| Is ePHI stored only on a drive partition or a separate drive to assist with end-of-life media sanitization?  | Yes | No |
| Will the medical device require data backups?  | Yes | No |
| If yes, specify how the system and data are backed up and what media is used:<br><br>Describe backup process: (data centers are lights out so this needs to be known up front) |     |    |
| *Where will backups be stored and secured?   |     |    |
| Does the device have the ability to assign unique ID numbers (accession numbers) instead of using patient identifying information (e.g., Social Security Number)?              | Yes | No |
| If yes, how is it generated?   |     |    |
| Does the device utilize a laptop for system operation?   | Yes | No |
| If so, can the laptop be encrypted without impacting clinical functionality?   | Yes | No |
| If yes, what encryption software can be used?  |     |    |

## Networking

|   |     |    |
|---|-----|----|
| What are the LAN bandwidth requirements for full connectivity/performance?  |     |    |
| What are the WAN bandwidth requirements for full connectivity/performance?  |     |    |
| Provide a comprehensive list of all TCP and UDP ports that are required for operation:  |     |    |
| <b>Note: If more space is needed, please attach the comprehensive list of ports required for operation to this document. Attach a network diagram showing all communication requirements.</b> |     |    |
| How many fixed IP addresses does the device require?  |     |    |
| Is the device compatible with IP V6?  | Yes | No |
| Vendors' products should be designed such that only ports required for the intended operation of the device are active. Are unused ports closed or disabled?                                  | Yes | No |
| Can this be accomplished without impacting system operation?  | Yes | No |
| Vendors' products should be designed such that only services required for the intended operation of the device are active. Are unused services (e.g., Telnet, IIS, etc.) disabled?            | Yes | No |
| Can this be accomplished without impacting system operation?  | Yes | No |
| Provide a comprehensive list of all services that are required for system operation:  |     |    |
| Can the device be serviced remotely?  | Yes | No |
| Does the vendor have an existing Site to Site (S2S) VPN tunnel or individual user VPN account(s)?   | Yes | No |
| What remote access software does the system utilize (e.g., Dameware, PC Anywhere, etc.)?  |     |    |
| Does the device require connection to the Internet to operate?  | Yes | No |
| If yes, please justify and provide connection info (IP, port, protocol and traffic direction):  |     |    |

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**Wireless**

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|---|-----|----|
| Does the device utilize wireless communication?   | Yes | No |
| <ul style="list-style-type: none"><li>If yes, what protocols are used?</li></ul>                      |     |    |
| The encryption module must have FIPS 140-2 certification. Provide certificate number:                 |     |    |
| Are any ePHI data elements transmitted via the wireless link?   | Yes | No |
| <ul style="list-style-type: none"><li>If yes, list each element (e.g. last name, DOB, SSN).</li></ul> |     |    |

**Integration with VA Healthcare Information Systems (if applicable)**

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|--|-----|----|
| *Has the device been validated with VA's Clinical Procedures package?  | Yes | No |
| *Has the device been validated with VA's Vista Imaging?  | Yes | No |
| *Does the device have bi-directional HL7 interface?  | Yes | No |
| List all other systems that the device will communicate with in order to operate properly, e.g. VistA, domain controllers, vendor's support network, etc.: |     |    |

## Signature Page

|                                       |                |
|---------------------------------------|----------------|
| <b>*Equipment Category (VA-MDNS):</b> | <b>Vendor:</b> |
| <b>*Requesting Service:</b>           | <b>*Model:</b> |

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**Chief, Biomedical Engineering**  
Concur/Non-Concur

Date

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**Chief Information Officer**  
Concur/Non-Concur

Date

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**Information Security Officer**  
Concur/Non-Concur

Date