


<b>Name of Standard:</b> <b>Workstation Patching</b> <b>Standard Number:</b> IT - 003 <b>Approving Officer:</b> Vice President CIO/CTO, Information Technology <b>Responsible Agent:</b> Information Security Officer <b>Scope:</b> all University campuses		 <b>Original Effective date:</b>	
<input checked="" type="checkbox"/>	New standard proposal	<input type="checkbox"/>	Minor/technical revision of existing standard
<input type="checkbox"/>	Major revision of existing standard	<input type="checkbox"/>	Reaffirmation of existing standard

(A) Purpose

This standard is intended to define workstation patching standards for University workstation type devices. These could include any operating systems (OS) including Apple, Linux or Microsoft Windows or any other OS determined to require patching. University technology support staff will be assigned patching administration responsibility for their support area.

(B) Associated Policy

Workstation policy, 3364-65-12.

(C) Standard

- (1) All University workstations where vendor supplied patches are made available will be applied following appropriate testing.
- (2) Patching administrators will manage updates using Information Technology's (IT) enterprise tools and provide reporting.
- (3) Patching administrators will follow the patching released schedule outlined in section C8. Emergency change control procedures will be observed when unscheduled patches are released.
- (4) Vendor provided patches will be tested and deployed in accordance with the testing and deployment schedule. Should testing determine that a particular patch will negatively impact devices due to specific applications or other reasons, then affected devices may be exempted from receiving the specific patch.
- (5) Testing and Deployment; the following schedule is intended to allow for appropriate testing in both the academic and clinical enterprises prior to broad deployment of vendor released patches. Patching administrators will coordinate with each application support team to determine unique workstation requirements to ensure appropriate testing is accomplished prior to broad deployment. It is the responsibility of all application support teams to monitor for issues and notify

patch administrators if vendor patches cause issues. Testing and deployment of patches will be completed within four weeks of the patch release.

- (6) Patches should be released during standard non-business hours and on a regular schedule. Notification messages or maintenance windows will be used to assist with reboot actions.
- (7) If a vendor follows a release schedule a one week delay is adhered to. This delay is recognized to allow for the external community to test and allow for the vendor changes.
- (8) Windows OS patch release schedule.
  - a) Tier 1: OS updates are released to a collection of IT designated workstations one week after the release date. Workstations include specific IT academic and clinical workstation for testing purposes.
  - b) Tier 2: OS updates are released to all-academic areas automatically two weeks after the release date.
  - c) Tier 3: OS updates are released to most clinical areas automatically three weeks after the release date. Specific clinical machines and areas are exempted that require manual installs and reboots.
  - d) Tier 4: OS updates are manually applied to the remaining clinical areas within four weeks. Clinical areas include; Acudose Pharmacy machines, EEG machines, Emergency Department (ED) area, Surgery area, Radiology area, Pathology area, Catheter lab, Sterile Processing area, and Interpretation machines.
  - e) For emergency or unscheduled patches and updates a communication will immediately ensue. A procedure that is similar to our standard tiered approach will be followed on an accelerated basis.

(D) Exceptions.

Exceptions may be granted by the Information Security Office.

<p>Approved by:</p> <p>_____</p> <p>William N. McCreary        Vice President CIO/CTO, Information        Technology</p>	<p>Review/Revision Completed by:        Information Security Officer</p> <p>Standards Superseded by This        Standard: None</p>
---	--

<p>_____</p> <p>Date</p>	<p>Initial effective date: 3/21/2016</p> <p>Review/Revision Date:</p> <p>Next review date:</p>
--------------------------	--