



Northern Territory Aboriginal Health

Key Performance Indicator Information System



Australian Government
Department of Health



Northern
Territory
Government

Northern Territory Aboriginal Health Key Performance Indicators

(NT AHKPIs)

Data Security Protocol

May 2021

Version 2.9

| | |
|------------------------|--|
| Document title | Northern Territory Aboriginal Health Key Performance Indicators Data Security Protocol |
| Approved by | Aboriginal Health Forum |
| Date approved | |
| Document review | Two years from date of approval |

| Version | Date | Author | Changes made |
|----------------|-------------------------------------|----------------|--|
| 1.1.2 - 2.8 | 15 October 2007 to 18 December 2014 | Various | Refer to NT AHKPI Data Management Policy |
| 2.9 | 26 May 2021 | Amanda Lanagan | <ul style="list-style-type: none"> • Split out from Data Management Policy • Update data environment details |

| Acronyms | Full form |
|-----------------|---|
| DCDD | Department of Corporate and Digital Development |
| DoH | Department of Health |
| LAN | Local Area Network |
| NT AHKPI | Northern Territory Aboriginal Health Key Performance Indicators |

Contents

- Policy principle4**
- Legislation and standards.....4**
- Physical Security4**
- Electronic Security.....4**
 - NT Government Network4
 - Local Area Network.....4
 - Database Management System5
 - Access by NT Government staff5
 - Business Objects reporting application5

Policy principle

Northern Territory Aboriginal Health Key Performance Indicator (NT AHKPI) data will be received, secured, managed and released in strict compliance with national and NT information privacy legislation and standards (refer to Data Management Policy).

Legislation and standards

This protocol describes the security systems in place to control access to data held in the NT Department of Health (NT DoH) Data Warehouse. These security systems, within the NT Government and NT DoH information systems architecture, have been designed to comply with *Australian Standard A/NZS ISO/IEC 17799:2001 Information Technology - Code of practice for information security management*, and with the NT information management and security legislation and standards listed in the Data Management Policy.

Physical Security

All NT DoH premises are physically secured against unauthorised access. Entry is monitored by electronically controlled access systems activated by individually coded access cards. All visitors are signed in by a staff member and accompanied while in the building.

The NT Health Data Warehouse, including NT AHKPI data mart, are physical stored in the Government Data Centre in Millner, with stringent security controls in place.

Security processes apply to all personal computers. A screen locking mechanism on all desktop monitors prevents accidentally revealing data to unauthorised persons, or tampering and illegal data access while the computer is unattended.

Electronic Security

NT Government Network

The NT Government's internet firewall security is managed by the Northern Territory Department of Corporate and Digital Development (DCDD) in accordance with relevant national and NT cyber security frameworks.

Local Area Network

Management and development of the Department of Health's Data Warehouse, and the NT AHKPI report development and delivery, is undertaken by teams based in the Department of Corporate and Digital Development (DCDD), following a Machinery of Government action in October 2019.

Access to the DCDD Local Area Network (LAN) – as to any NT Government department LAN - requires a valid user ID and password. LAN passwords expire after 30 days, and network usage and access is closely monitored.

Database Management System

The NT DoH Data Warehouse, including NT AHKPI data mart, are housed in an Oracle (to be migrated to SQL Server) database management system. In addition to their LAN credentials, users must be registered with Oracle and SQL Server, and their assigned security group determines their level of access to the Warehouse and NT AHKPI data mart.

Access by NT Government staff

Data Warehouse staff are the only users who have access to all data in the data warehouse and, as with all NT Government staff, they are bound by the Northern Territory Public Sector Code of Conduct. Clause 14, *Use of information acquired in the course of employment*, describes the requirement. In particular, clause 14.1 states:

A Public Sector Officer must not disclose information or documents acquired in the course of his or her employment, other than as required by law or where proper authority has been given.

Access to Data Warehouse data is granted only when required by a staff member to carry out their duties. Access to each NT DoH Data Warehouse data collection must be approved by the relevant Data Owner.

A record is kept of all instances of access to NT DoH information systems, and these records are regularly audited to ensure security protocols are followed.

Business Objects reporting application

The NT AHKPI reports are developed in an enterprise business intelligence application, SAP BusinessObjects. BusinessObjects is housed on a DoH server and maintained by staff in DCDD. BusinessObjects' users have no direct access to the data in the Data Warehouse or data marts stored on the Data Warehouse servers. Users' access to data is via the NT DoH Intranet site, and they require a user name and password that determines the functionality and data available to them when using BusinessObjects.