

Nixon Medical Password Policy

Policy Statement

This Password Policy is established to enhance the security of our systems and protect the confidentiality, integrity, and availability of our data. It applies to all associates, contractors, and individuals with access to Nixon Medical systems and data.

Scope

This policy covers all systems and applications that require password authentication within Nixon Medical.

Policy Requirements

Minimum Password Length:

All passwords must be at least 12 characters in length. This requirement applies to all users and all systems within the company's network.

Password Complexity:

To ensure strong password security, each password must contain at least:

One uppercase letter (A-Z)

One lowercase letter (a-z)

One number (0-9)

One special character (e.g., !, @, #, \$, etc.)

Password Expiration and Changes:

Passwords will not have an expiration date. However, passwords must be changed immediately if there is any indication that a password has been compromised or if instructed by the IT department due to security incidents.

Password Uniqueness:

Each password must be 100% unique from all other passwords you manage. This is to ensure that a breach of external systems does not compromise our internal security.

User Accountability:

Users are responsible for keeping their passwords confidential and are prohibited from sharing their passwords with others. Passwords should not be written down, stored online without encryption, or shared through insecure channels. If you need assistance with storing passwords securely, please engage ITSupport@nixonmedical.com.

System and Application Implementation:

All systems and applications must enforce this password policy through technical controls. This includes enforcing password complexity requirements, preventing the reuse of previous passwords, and ensuring secure storage of passwords.

Compliance and Enforcement:

Failure to comply with this policy may result in disciplinary action, up to and including termination of employment. It is the responsibility of all individuals with access to Nixon Medical's systems to understand and adhere to this policy.

Education and Awareness:

The company will provide ongoing education and awareness training to ensure that all users understand the importance of password security and how to comply with this policy.