

In the Fall of 2019, HITRUST® introduced the option for organizations to stand up one or more Authorized HITRUST Internal Assessor functions. This option was created to provide more flexibility in approaching HITRUST CSF® Assessments. At the organizational level, the Authorized HITRUST Internal Assessor function offers multiple benefits, including the potential for an overall net reduction in the cost of achieving a HITRUST CSF Certification through a reduced amount of assessment procedures performed by an Authorized HITRUST External Assessor organization. Successfully creating and leveraging an Authorized HITRUST Internal Assessor function requires coordination between multiple business functions and your organization's external assessor. This document provides a sample process to facilitate this coordination.\*

## What is an ideal process to get started?

1

### GET INFORMED

Your organization's HITRUST champion and/or Internal Audit leader should review the information made available by HITRUST, which discusses the concept of the Authorized HITRUST Internal Assessor function, the potential benefits of this function, and the associated requirements.

**Recommended reading and viewing:**

- [Relying on the Work of Others Webinar](#)
- [HITRUST Assurance Program Requirements \("Using the Work of Others" section\)](#)
- [HITRUST Authorized Internal Assessors: Getting Started](#)
- [Internal HITRUST Assessor Function Benefits Overview](#)

2

### BUILD CONSENSUS

Your HITRUST champion briefs the functional leaders involved in the planning and support of the overall HITRUST effort regarding the option. The group then works together to reach consensus on whether this option makes sense for your organization. Discussion points include whether the requisite requirements can be met, potential pros and cons, team composition (including whether to staff any portion of the function with consultants), and budgetary impact.

**Participants in this discussion** may include leadership from your organization's Information Security, IT, Compliance, and Internal Audit areas, as well as your organization's chosen external assessor.

3

### MAKE IT OFFICIAL

After building organizational support for standing up the function, your sponsoring executive (typically the Chief Audit Executive) completes the application process and obtains the Authorized HITRUST Internal Assessor Function designation.

**Application instructions** can be found [here](#).

4

### TRAIN THE TEAM

If the function is composed of internal resources, at least two individuals must attain HITRUST's Certified CSF Practitioner (CCSFP) credential.

**Learn more about the CCSFP certification** [here](#).

5

### PLAN IT OUT

The Authorized HITRUST Internal Assessor Function and your organization's chosen Authorized HITRUST External Assessor refine the operational aspects of the external assessor's reliance on testing performed by the internal assessor team. Areas addressed by this plan include timing of fieldwork, the specific HITRUST CSF requirement statements or domains that will be tested by the internal assessors, control walkthrough logistics, evidence collection logistics, and documentation expectations.

**Why should the Internal Audit Department be involved?** An Internal Audit Department is very likely to both (1) be sufficiently objective from the control areas included in a HITRUST CSF Assessment, and (2) employ experienced audit personnel who are qualified to perform HITRUST CSF assessment procedures.

**Which budget should this fall under?** The HITRUST Authorized Internal Assessor function is a long-term, net positive for the organization. The Information Security team may be able to reduce budgetary spend to offset the need for additional resources from the Internal Audit Department.

\*Example process outline only. Every organization is unique in their needs.