

How do I know if my assessment is utilizing the legacy workflow?

There are several ways to review your assessment object in MyCSF to determine whether it is utilizing the legacy workflow.

1. Open the assessment and access the Assessment Detail View by clicking on the Assessment Name within the left navigation bar of the assessment. The Assessment Detail View will contain a timeline of either the legacy assessment workflow states or the new assessment workflow phases, depending on the workflow that the assessment is utilizing.
2. Open the assessment and view the pages within the Admin & Scoping section. Assessments utilizing the legacy assessment workflow will contain two pages "Systems" and "Facilities". Assessments utilizing the new assessment workflow will contain a "Scope of the Assessment" page.
3. r2 Validated Assessments utilizing the legacy workflow will contain a section labeled "Questionnaire Overview". r2 Validated Assessments utilizing the new assessment workflow will instead contain a status checklist displaying the required actions for each phase of the assessment workflow.

Where can I find more information about the suite of enhancements that will be enabled for my assessment on October 1, 2022?

Within the HITRUST Website, Advisory section:

[HAA 2021-007: HITRUST MyCSF Enhancements – New Assessment Workflows](#)

[HAA 2021-008: HITRUST MyCSF Enhancements – Status Dashboards](#)

[HAA 2021-009: HITRUST MyCSF Enhancements – Webforms](#)

[HAA 2021-010: HITRUST MyCSF Enhancements –Tasks and Notifications](#)

[HAA 2021-011: HITRUST MyCSF Enhancements – HITRUST Report Format Changes](#)

What do I need to do after the enhancements are enabled for my assessment?

After the enhancements are applied to the assessment, the assessment will be in the *Answering Assessment* phase of the new assessment workflow.

The Assessed Entity will be required to return to the Organization Information and Scope of the Assessment webforms to ensure that all fields are accurately completed. Even if the Assessed Entity has already completed the pre-assessment pages.

There are fields that are now required to be completed when the webforms are enabled that previously were not required to be completed. Additionally, several sections of the legacy Organizational Overview and Scope document now exist within the webforms. As the Organizational Overview and Scope document will no longer be utilized, it is important that those sections are completed within the webforms.

The convenient status checklist which complements the new Workflow will indicate what you will need to address post-conversion.

What does my External Assessor need to do after the enhancements are enabled for my assessment?

After the enhancements are applied to the assessment, the assessment will be in the *Answering Assessment* phase of the new assessment workflow.

The Assessed Entity will complete all the required action items of the *Answering Assessment* phase and then submit the assessment to the Assessor, causing the assessment to enter the *Performing Validation* phase.

See [New Validated Assessment Workflow and Notifications](#) for details of the action items the Assessor is required to complete during the *Performing Validation* phase.

Can I revert the assessment back to the Legacy Assessment Workflow?

No, the implementation will be a permanent change.

Will my QA reservation be affected by the enhancements?

No, any confirmed QA reservation will not be affected. However, the new assessment workflow requires CAPs to be entered by the Assessed Entity and reviewed by the External Assessor prior to submission of the assessment to HITRUST.

The Assessed Entity and External Assessor should consider whether the submission deadline tied to their reservation allows enough time for CAP entry and review, then adjust the reservation if needed.

Will the enhancements be enabled for my previously completed assessments?

No. Assessments that have already been submitted to HITRUST will not be converted.

My assessment was reverted to the *Answering Assessment* phase prior to the to the enhancements being enabled and it appears that the work previously completed by my External Assessor was lost. What should I do?

While the assessment is in the *Answering Assessment* phase, the External Assessor comments and requirement statement approval will be hidden. In the *Answering Assessment* phase, the Assessed Entity should return to the Organization Information and Scope of the Assessment Webforms to ensure that all fields are accurately completed, then re-submit the assessment to their External Assessor. When the assessment is submitted to the External Assessor, the pre-assessment pages must be approved by the External Assessor. When this is done, the External Assessor's comments and requirement statement approval will be visible again.

Where can I find more information?

See the [MyCSF User Guide](#) or contact HITRUST Support at support@hitrustalliance.net.