

Section 1.1 Adopt – Assess

IT System Inventory

Use this inventory to identify and document all existing IT hardware in order to assess and budget for hardware required for each health information technology (HIT) application acquired. Maintain for future use.

Instructions for Use

1. Complete the column Existing System Architecture, inserting rows as needed for additional servers or devices. Supplement the tool with network diagrams as applicable.
2. Request information about Optimal System Requirements in your request for proposal (RFP).

IT System Components	Existing System Architecture		Optimal System Requirements	
	Description	#	Description	#
Server – Specify application hosted:				
Make/model				
Operating system (version)				
CPU type & speed (GHz)				
RAM size (GB)				
Hard disk size, type & configuration				
Storage type & capacity				
Install date				
Network requirements				
Location				
Supported by				
Server – Specify application hosted:				
Make/model				
Operating system (version)				
CPU type & speed (GHz)				
RAM size (GB)				
Hard disk size, type & configuration				
Storage type & capacity				
Install date				
Network requirements				
Location				
Supported by				

IT System Components	Existing System Architecture		Optimal System Requirements	
	Description	#	Description	#
Client Device (specify):				
Make/model				
Operating system				
CPU type & speed				
RAM size				
Hard disk size				
External drive(s)				
Monitor				
Ports available				
Navigational devices				
Peripherals (e.g., wireless card, speech recognition microphone)				
PC applications				
Location				
Supported by				
Client Device (specify):				
Make/model				
Operating system				
CPU type & speed				
RAM size				
Hard disk size				
External drive(s)				
Monitor				
Ports available				
Navigational devices				
Peripherals (e.g., wireless card, speech recognition microphone)				
PC applications				
Location				
Supported by				

IT System Components	Existing System Architecture		Optimal System Requirements	
	Description	#	Description	#
Network - LAN/WAN				
Operating system				
Routers/switches				
Firewalls				
VPN (make/model, H/W, S/W, security standard [IPSec/SSL/TSL])				
Internet Service Provider (ISP)				
Broadband capability (ISDN, cable, DSL, frame relay- bandwidth & speed)				
Satellite				
Trunk lines [e.g., T1, T3]				
Network - Wireless				
Access points				
Transmission standard (802.11?)				
Encryption type (WPA, WPA2, etc.)				
Network monitoring tools (available or conducted by third party)				
Intrusion detection/prevention				
Vulnerability scanning				
Malware				
Password checking				
Email monitoring				
Internet usage monitoring				
Storage				
Device				
Media				
Capacity				
Performance				
Archive/backup				
Encryption				
Architecture				
Storage management				

IT System Components	Existing System Architecture		Optimal System Requirements	
	Description	#	Description	#
Other Peripherals				
Kiosks				
High speed printers				
Desktop printers				
Color printers				
Sheet feed document scanners				
Flat bed document scanners				
Card scanners				
Docking stations				
Battery chargers				
Uninterruptible power supply				
Shredders				
Cameras				
Telehealth devices				
Home monitoring devices (specify):				
Data Center Furnishings				
Racks				
Carts				
HVAC				
Fire detection/suppression				
Cable protection				
Power supply (UPS, generator)				
Desks, chairs, tables				
Projection equipment				
Other:				
Software				
Licenses (general purpose)				
Application provision – client server, Microsoft Terminal Services, Citrix				
Database management system				
Report writers				
Storage management system				

IT System Components	Existing System Architecture		Optimal System Requirements	
	Description	#	Description	#
Microsoft Office				
Other:				
Other:				

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For support using the toolkit

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