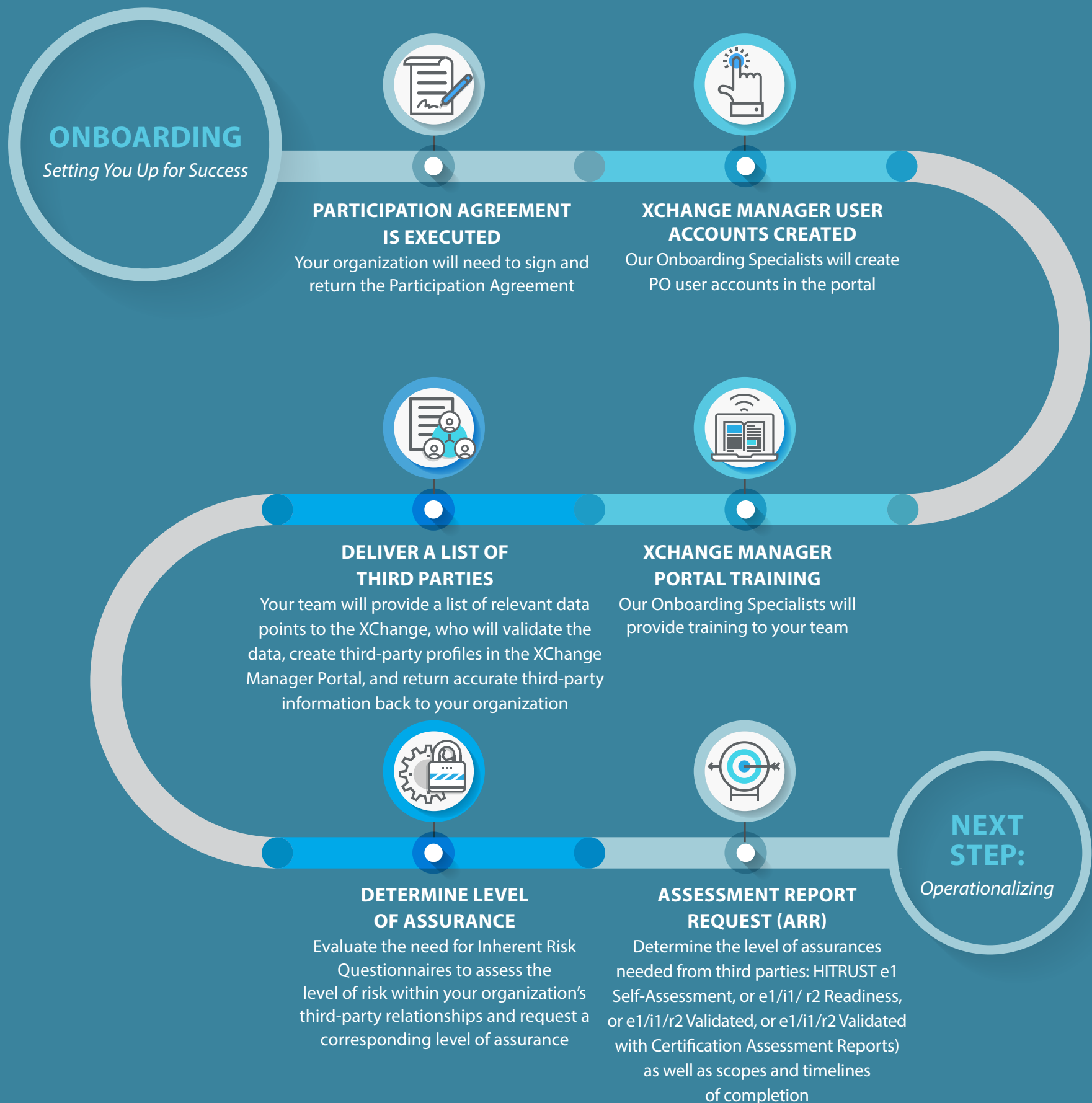


Getting Started: An Illustrative Process

The **HITRUST Assessment XChange™**, “the XChange,” offers an innovative and comprehensive solution, combining the processes, technology, and people needed to help organizations streamline and simplify their third-party risk management.

After partnering with the XChange, a Participating Organization (PO) will go through the following two-part process:



The XChange Does the Heavy Lifting

1

PO Notifies its Third Parties

- Send a memo to your organization's third parties to inform them of your expectations and relationship with the XChange
- Memo templates are available from the XChange upon request

2

Third-Party Outreach

Onboarding Specialists will:

- Contact your third parties and communicate expectations
- Create user accounts in the auto-populated XChange Manager Portal profiles
- Guide them through the process

3

Triage Vendors and Issue ARRs

- Issue applicable Inherent Risk Questionnaires
- Details about requested assessment reports are compiled into ARRs and delivered to third parties
- ARRs can detail any HITRUST Assessment Report offering

4

Tracking and Reporting

- Progress on all requests is tracked and reported via the XChange Manager portal
- Updates delivered according to your preferred time schedule and in your preferred format

5

Finalized Reports are Delivered

- Once completed, finalized reports are delivered securely to your team via the Manager Portal
- Reports can be delivered in multiple formats (i.e., PDF, Excel, etc.), via multiple delivery methods (i.e., API, secure email, etc.), and report information is able to be filtered to view subsets

Maintaining a positive relationship with your third parties is just as important to your organization as ensuring that your sensitive data is being responsibly managed; we have you covered.

Onboarding Specialists guide your third parties through every step of the process, providing training and answering questions. Learn more about how the XChange interacts with your third parties:

Receive Memo from Participating Organization

The first communication concerning the XChange that your third party will receive will come from your organization, introducing your relationship with the XChange

Outreach from the XChange

Onboarding Specialists will then contact your third parties, ensuring that the correct point of contact is reached and the objective is clearly communicated

User Accounts Set Up in XChange Manager Portal

User accounts for your third parties will be set up in the XChange Manager Portal and training will be provided

Determine Level of Assurance

If applicable, your third parties will receive and complete the Inherent Risk Questionnaire that your organization has assigned to determine the level of risk and appropriate level of assurance

Receive Assessment Report Request

Once the level of assurances required is determined, a unique Assessment Report Request will be created for each third party, which will include details such as the type of requested assessment report (HITRUST e1 Self; e1/i1/r2 Readiness; e1/i1/r2 Validated; or e1/i1/r2 Validated with Certification) as well as scoping and timeline of completion requirements

Monitoring of Assessment Process

Throughout the assessment process, Onboarding Specialists will be available to answer any third-party questions as well as obtain periodic updates on behalf of your organization

Deliver Final Assessment Report

The HITRUST Assessment Report is delivered to your organization upon issuance