



Hardware refers to the physical components that make up a computer network. There are many different kinds of hardware device configurations. This is a basic list of hardware that you may need to set up your practice, plus a number of links to resources. Seek further guidance from an IT professional about your specific requirements.

Network equipment

Modem, router, firewall, switch, wireless devices, etc.

For an asset register template, refer to the RACGP's *Computer and information security standards* (CISS) templates 2.7 and 2.9 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf

For more information, refer to the CISS Standard 8 at www.racgp.org.au/your-practice/standards/computer-and-information-security-standards/standard-8/

Computers and peripherals

Server(s)

A computer in a network environment that provides users connected to a network (or 'clients') services, such as printing, accessing files and running software applications. A server can be used as a central data repository for the users of the network.

For an asset register template, refer to the CISS Template 2.3 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf

Personal computer(s)

For an asset register template, refer to the CISS Template 2.4 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf

Notebook(s)/laptop(s)

A small portable computer.

For an asset register template, refer to the CISS Template 2.5 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf

Tablet(s)

A small portable computer that accepts input directly onto its screen rather than via a keyboard or mouse.

For an asset register template, refer to the CISS Template 2.5 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf

Printer(s)

For an asset register template, refer to the CISS Template 2.6 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf

<p>Scanner(s)</p>	<p>For an asset register template, refer to the CISS Template 2.7 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf</p>
<p>Uninterruptible power supply (UPS) A battery backup to maintain power for a specified time period during power outages.</p>	<p>For an asset register template, refer to the CISS Template 2.7 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf</p>
<p>Backup device(s) A device used to store a copy of files (system, software and data) in case the original is lost or corrupted.</p>	<p>For an asset register template, refer to the CISS Template 2.8 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf</p>
<p>Webcam(s), microphone(s) Used for telehealth consultations.</p>	<p>For more information, refer to chapter 9 of the RACGP's Implementation guidelines for video consultations in general practice at www.racgp.org.au/your-practice/guidelines/implementation/</p>
<p>Remote monitoring device(s) Monitoring devices, such as glucose meters for patients with diabetes, which would be required if the practice offers a remote monitoring service to patients.</p>	<p>For information on remote monitoring in general practice, refer to the RACGP's Digital Business Kits at www.racgp.org.au/digital-business-kit/remote-monitoring-devices/</p>
<p>Remote access hardware Hardware required for the ability to access a network or system that is not in the same physical location.</p>	<p>For information on remote access, refer to the RACGP's Digital Business Kits at www.racgp.org.au/digital-business-kit/connecting/</p>
<p>Telephone and internet services</p>	
<p>Public switch telephone network (PSTN), integrated services digital network (ISDN), voice over internet protocol (VOIP).</p>	
<p>Data connectivity (browsing, email, EPTPOS, fax over internet protocol (FOIP)).</p>	<p>For an asset register template, refer to the CISS Template 2.9 at www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf</p>
<p>Asymmetric digital subscriber line (ADSL), cable, fibre, National Broadband Network (NBN), wireless (3G, 4G), satellite.</p>	<p>For an asset register template, refer to the CISS templates 2.9 and 2.10 at www.racgp.org.au/digital-business-kit/high-speed-broadband/</p>

Governance/roles and responsibilities in general practice checklist

Date of completion

Name of practice

When purchasing hardware for our general practice we have made checks using the below checklist to ensure that we have considered all types of hardware required. We have consulted with an IT professional on the recommendations and considered what is necessary for our specific general practice.

Network equipment

- | | |
|----------|------------------|
| Modem | Switch |
| Router | Wireless devices |
| Firewall | |

Computers and peripherals

- | | |
|-----------------------|------------------------------------|
| Server(s) | Printer(s) |
| Personal computer(s) | Scanner(s) |
| Notebook(s)/laptop(s) | Uninterruptible power supply (UPS) |
| Tablet(s) | Backup device(s) |

Telephone and internet services

- | | |
|--|-------------------------------------|
| Public switch telephone network (PSTN) | Voice over internet protocol (VOIP) |
| Integrated services digital network (ISDN) | |

Data connectivity

- | | |
|---|----------------------------------|
| Browsing | Cable |
| email | Fibre |
| EPTPOS | National Broadband Network (NBN) |
| Fax over internet protocol (FOIP) | Wireless (3G, 4G) |
| Asymmetric digital subscriber line (ADSL) | Satellite |

OPTIONAL – if you are providing these services

- | | |
|-------------------------------------|------------------------|
| Webcam(s) (telehealth services) | Remote access hardware |
| Microphone(s) (telehealth services) | |
| Remote monitoring device(s) | |

Notes