

Security Brief

System Access

Hosted Application

eDocNavigator™ is a service provided through a leading hosting provider and administered by iConcepts. It runs on a dedicated server in a limited access, physically secure site.

Firewall

eDocNavigator™ is protected by a Check Point firewall (Firewall-1). Check Point Firewall-1 is the leading Internet security solution, securing 93% of the global Fortune 500 and 91% of global Fortune 500 financial institutions.

Client Sites

Each client's site is separate from any other. Because each client site is a separate URL, there is no possibility of inappropriate access.

Login and Passwords

Access to each site is controlled by login and password. Logins are unique (email address). Initial passwords are set by the system. The Site Administrator may reset passwords, but cannot see them.

Application

Databases

Underlying **eDocNavigator™** are two complementary databases (one for metadata, one for full text search). Each database record contains a case identifier. All searches are automatically filtered by the case identifier unless specifically directed through advanced search. Under no circumstances can records for one client be accessed by another.

All queries are encrypted automatically.

Roles

eDocNavigator™ uses roles-based security. Three levels are defined: Site Administrator (full authority, including adding and deleting cases and users); Case Administrator (authority to assign users to a case and add custom metadata fields) and Users. Case Administrators and Users may access cases to which they have been assigned.