

Legacy Data Management Committee

The LDM Committee will review, assess and prioritize application data to ensure proper data disposition. Applications will be assessed by retention period, clinical/operational value, maintenance and support agreements, and infrastructure requirements.

Assessment

1. Retention Period

Data to be reviewed by Legal Team to determine appropriate data retention period.

Data Retention Period	Score	
>10 years	4	
7-10 years	3	
4-6 years	2	
1-3 years	1	Score: <input type="text"/>

2. Clinical/Operational Value

Data to be reviewed by Operational/Business Owner to identify if data is needed for Release of Information, strategic business decisions, continuation of care, or under legal hold.

Is data needed for any aforementioned activities?		
If yes	1	
If no	0	Score: <input type="text"/>

3. Maintenance and Support

Is this application under a current support agreement?		
If yes	1	
If no	0	Score: <input type="text"/>

4. Archival Costs

Does the archival cost of the Application data have a positive Return on Investment in 3 years? (Archival cost > 3 years of Maintenance and Hardware Support)		
If yes	1	
If no	0	Score: <input type="text"/>

5. Infrastructure Requirements

Is the Application on a modern supported hardware program?		
4-5 years of support	1	
2-3 years of support	2	
0-1 years of support	3	Score: <input type="text"/>

Is the Application on end of life/end of support hardware or service operating system?		
If yes	1	
If no	0	Score: <input type="text"/>

Prioritization Scale 1-10	
7 to 10	Prioritize
3 to 6	As Capital or Capacity Allows
1 to 3	Hold

Total: