

**600-10****POLICY**

All BIH Sites will follow MCAH-BIH policy and procedure guidelines to ensure program fidelity as it relates to the data system requirements in the MCAH-BIH Program.

**PROGRAM STANDARD:**

All Local BIH Sites will ensure that systems are in place in order to participate in MCAH-BIH data related calls and trainings.

**DATA SYSTEM REQUIREMENTS:**

1. Minimum hardware requirement
  - 256 MB memory (1 GB of memory recommended)
  - Intel Pentium II processor, 500 MHz or above
2. PC running Microsoft Windows 7 or higher (recommended)
  - Must download Windows updates on a regular basis
  - Windows 7 Starter is not currently supported (this is a stripped down version of Windows 7 that is typically only found on netbooks)
3. Internet Connection
  - Minimum speed is 500kb/s, but recommended speed is at least 1 Mb/s.
4. Microsoft Internet Explorer 9 or above
  - Temporary Internet Files set to check for newer versions of stored pages every time webpage is visited.
  - Must have the following trusted sites added:
    - <https://www.etosoftware.com>
    - <https://www.etoreports.com>
  - The application site [www.etosoftware.com](http://www.etosoftware.com) should NOT be viewed in compatibility mode.
  - Other Internet settings:
    - Pop-up blockers turned off
    - Disable any auto-fill tool bars
    - Use SSL 3.0
    - Use TLS 1.0
    - Use TLS 1.1
    - Use TLS 1.2
    - Cipher strength greater than 128 bit
5. Crystal Reports
  - Install from the following link: <https://www.etoreports.com/npviewer.exe>
  - ActiveX controls need to be installed for printing and exporting reports. Users will be prompted for install. In order to complete install, users must have administrative privileges to the machine.
  - MS Office 2010 64-bit version is not currently supported

6. Live Office
  - MS Office and Live Office updates must be downloaded on a regular basis
  - MS Office 2010 64-bit version is not currently supported
7. Firewall Settings (does not apply to all customers - check with your IT department if you are not sure)
  - If using Content Filtering on your internal firewall, add [https://\\*.etosoftware.com](https://*.etosoftware.com) and [https://\\*.etoreports.com](https://*.etoreports.com) to the firewall's filtering "white list" (trusted sites).