



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ROBERT GORDON  
DIRECTOR

## MEMORANDUM

**DATE:** March 1, 2019

**TO:** All MI-HHLPSS Users

**FROM:** Michelle Twichell, Manager  
Childhood Lead Poisoning Prevention Program

**SUBJECT:** **MI-HHLPSS User Policy Update**

Since February 2018, CLPPP has been tracking Mi-HHLPSS user's log in dates and restricting users' access that haven't logged in within 90 days.

We have updated our user policy to follow the standards set by the National Institute of Standards and Technology (NIST). Effective March 1<sup>st</sup>, user accounts will be restricted after 60 days of inactivity and deleted after 120 days to ensure Mi-HHLPSS is following NIST Standard AC-2(3). See the attached policy for complete details regarding this new policy.

If you have any questions or concerns, please contact Veronica Tijerina at [TijerinaV@michigan.gov](mailto:TijerinaV@michigan.gov).

Thank you for your attention to this matter.