

TYPE OF AUDIT: REMOTE/ ONSITE

AUDIT DATE(S):

AUDITOR:

SYSTEM:

## Vendor Audit Template

1. Hosting
  - a. Security
    - i. Physical -
      1. Electricity-
      2. Fire
      3. Access-
    - ii. Logical security—
      1. Internet:
      2. Firewall
  - b. Backup and Recovery-
  - c. Server Monitoring-
2. Change Control
3. Study Configuration for clients
4. SOPs -Need TOC of all SOPs;
5. 21 CFR Part 11 compliance
6. Software development or configuration process
7. PHI
8. Customer Support
9. Alignment with Requirements for type of system:
10. Organizational Structure
11. Role descriptions, Training Process, and Records
12. Problems and Enhancement
13. Determination of whether system is fit for purpose

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