NORTH DAKOTA   **OVR/OP/CLS 00-01**
VOCATIONAL REHABILITATION   **Effective: 5\8\00**
                                            Supersedes: N/A
                                            Date Issued:5\8\00

POLICY ON VR CLIENT ACCESS TO STATE COMPUTER SYSTEM

ISSUE:

While receiving services from Vocational Rehabilitation (VR), clients may have a need to access computers that are located in the regional VR offices. Access to the computers allows them to explore career options through Choices, link with job listings through North Dakota Job Service as well as job listings at various sites on the internet, develop resumes and conduct other job search activities as necessary.

There is a security concern - which this policy intends to address - when clients are using personal computers that are on the State's network. The concern is that it would be possible for files on the hard drive to be deleted, whether by accident or by design. However, If the personal computer is not attached to the State's system there is not a security issue.

POLICY:

Clients, and their representatives if they have one, must have close supervision when using a computer that is connected to the State's network.