



Policy Name COMPUTER SYSTEM UPGRADES	Policy Number: 1910
	Effective Date: May 20, 2009
Approved By: Management Committee	Date Revised: September 15, 2009
Classification: Information System	Page No: Page 1 of 1

POLICY

It is the policy of the Agapé Hospice to upgrade our computer system when financially viable and as system technology changes, as per The Salvation Army Territorial Headquarters policy.

We will also participate as contractually required, in acquiring the technology that is needed to communicate with Alberta Health Services.

PROCEDURE

1. The master plan for computers will be reviewed by the Resources Management Committee annually to determine necessary adjustments.
2. Our equipment and software inventory will be kept current of all computer equipment and software used in site.
3. Long term planning will include the integration of Agapé Hospice computer systems with those of Alberta Health services, as funds are available and as the technological criteria are defined.