

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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