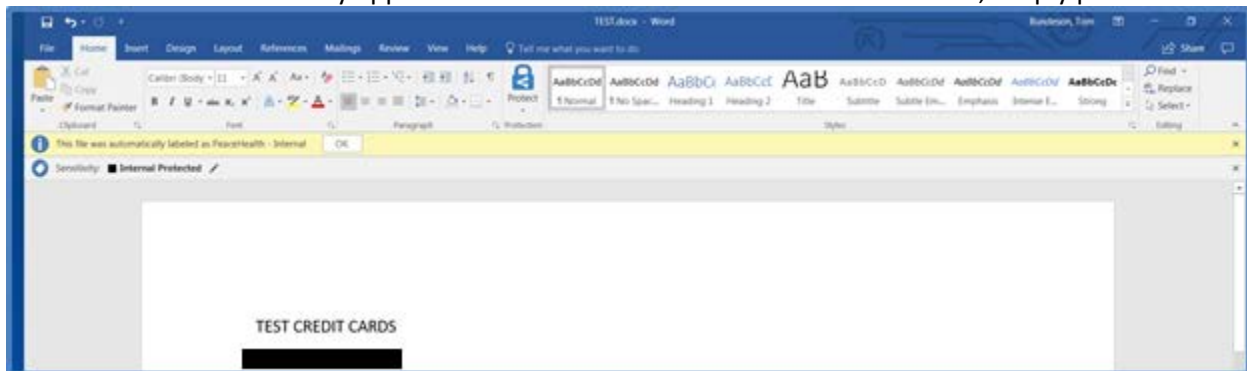


AIP AUTO-PROTECTION

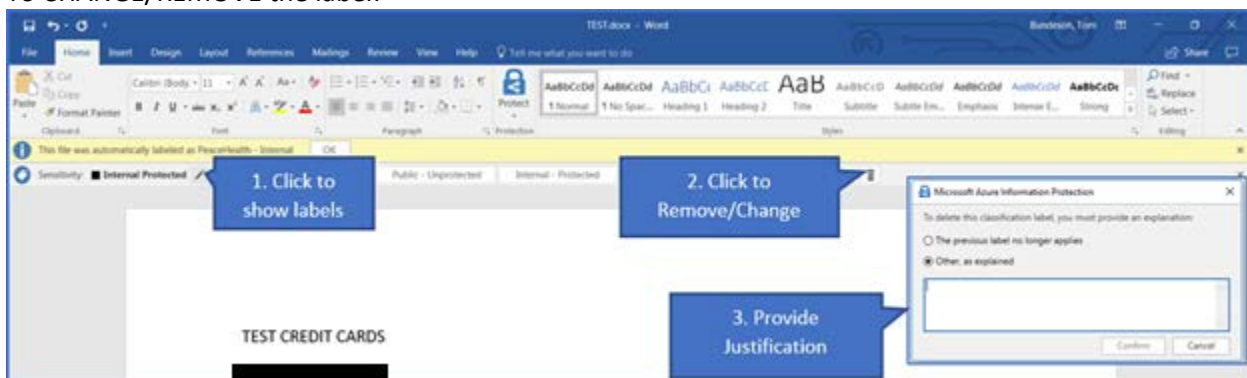
We have turned on Auto Protection for Azure Information Protection (AIP)

Instead of auto-recommending labels, AIP will now apply the Internal - Protected label to Word, Excel or PowerPoint documents when it detects PHI, PCI or PII information. It is important to know that this does NOT include documents that have already been created unless they are reopened, modified and sensitive information is detected. All PeaceHealth users with a valid peacehealth.org email address will be able to open documents labeled Internal - Protected. However, they won't be able to change the label once it is applied, unless they are the owner (the person that originally applied permissions). If you want to lock down documents to specific people/groups or specify the level of rights (e.g. read-only) you will need to apply custom permissions and give explicit rights.

To ACCEPT the automatically applied label when sensitive information is detected, simply press OK:



To CHANGE/REMOVE the label:



1. Click Edit Label.
2. Click the trash icon to delete the label.
3. Enter a reason why the protection is being removed.
4. Click Confirm.
5. Save your document.