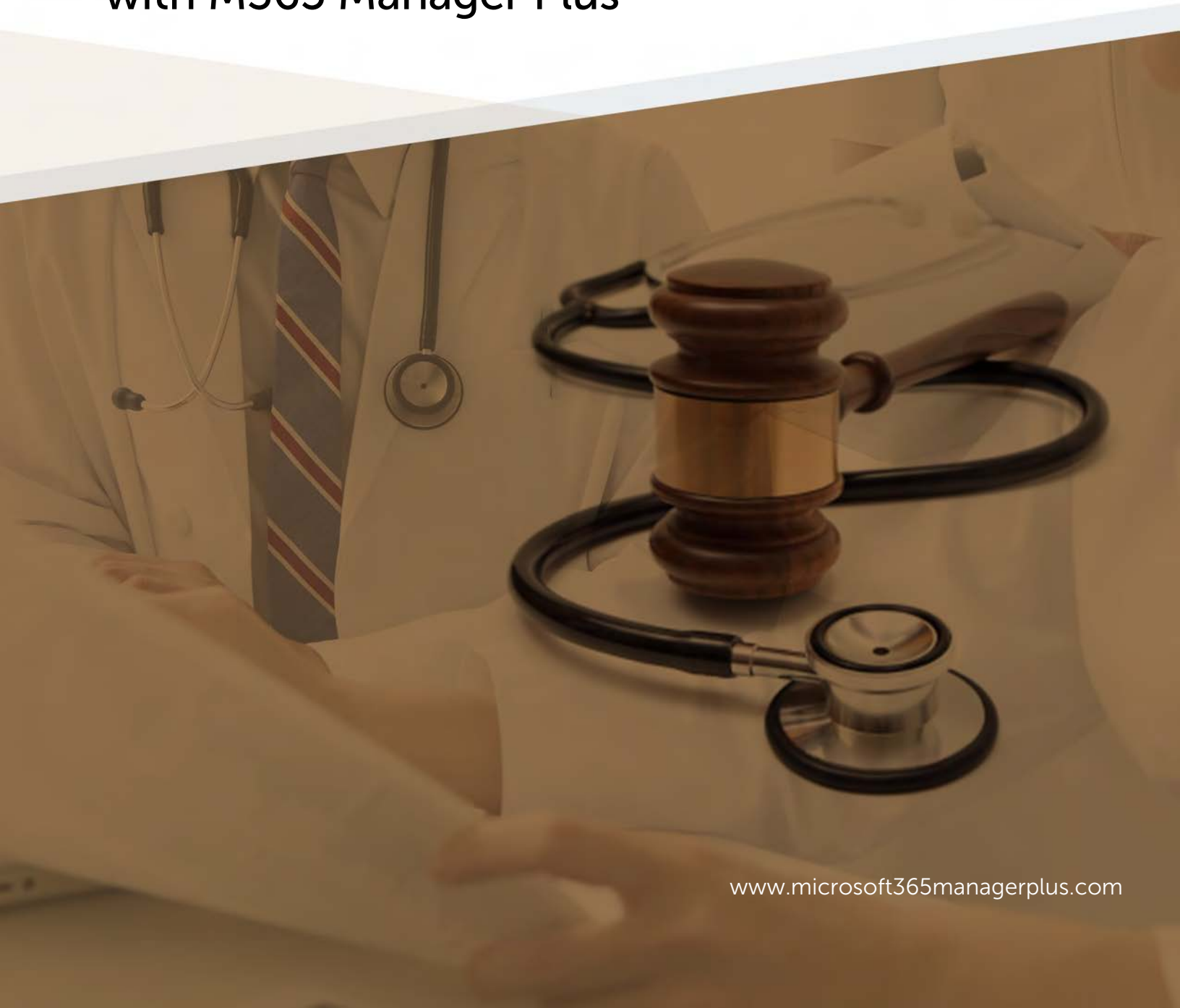


HIPAA Compliance

with M365 Manager Plus



About HIPAA

HIPAA, the Health Insurance Portability and Accountability Act, sets the standard for protecting sensitive patient data. Any company that deals with protected health information (PHI) must ensure that all the required physical, network, and process security measures are in place and followed.

This includes **covered entities (CE)**, anyone who provides treatment, payment and operations in healthcare, and **business associates (BA)**, anyone with access to patient information and provides support in treatment, payment or operations. Subcontractors, or business associates of business associates, must also be in compliance.

Please note that the efforts and procedures required to establish compliance in each section may vary in different organizations depending on their systems configuration, internal procedures, nature of business, and other factors.

Usage of the below mentioned reports may not guarantee complete organizational compliance. This document can be used as a reference guide for complying with HIPAA industrial mandate.

HIPAA compliance with M365 Manager Plus

To comply with industrial mandates various control methods have to implemented. For management simplicity we have mapped the compliance requirements with the required control methods. You can find the reports required to complete the control methods subsequently. Though mentioned separately, all the control methods are interlinked and often required by most of the regulations.

[Access Control](#)

[Account Management](#)

[User Management](#)

[Integrity Monitoring](#)

[Credentials Management](#)

[Data Governance](#)

[Configuration Management](#)

[Audit Trail](#)

Requirement	Control Method
164.308 Administrative safeguards. (HIPAA Security Rule)	
164.308 (a)(1)(i) Security management process.	Audit Trail Configuration Management
164.308 (a)(1)(ii)(A) Risk analysis.	Access Control Integrity Monitoring
164.308 (a)(1)(ii)(B) Risk management.	Data Governance Configuration Management
164.308 (a)(1)(ii)(C) Sanction policy.	Access Control Account Management
164.308 (a)(1)(ii)(D) Information system activity review.	Audit Trail
164.308 (a)(3)(ii)(C) Termination procedures.	Account Management
164.308 (a)(4)(i) Information access management.	Access Control Users Management
164.308 (a)(4)(ii)(A) Isolating health care clearinghouse functions	Access Control Data Governance

164.308 (a)(4)(ii)(C) Access establishment and modification	Access Control
164.308 (a)(5)(ii)(A) Security reminders. Periodic security updates.	Integrity Monitoring Configuration Management
164.308 (a)(5)(ii)(B) Protection from malicious software.	Integrity Monitoring User Management
164.308 (a)(5)(ii)(C) Log-in monitoring.	Access Control
164.308 (a)(5)(ii)(D) Password management.	Credentials Management
164.308 (a)(6)(i) Security incident procedures.	Audit Trail
164.308 (a)(6)(ii) Response and reporting	Audit Trail
164.308 (a)(7)(ii)(B) Disaster recovery plan.	Audit Trail Configuration Management
164.312 Technical safeguards. (HIPAA Security Rule)	
164.312(a)(1) Standard: Access control.	Access Control
164.312 (a) (2) (i) Unique user identification.	Account Management Access Control
164.312 (a)(2)(iii) Automatic logoff.	Access Control
164.312 (b) Standard: Audit controls.	Audit Trail
164.312 (c)(1) Integrity.	Integrity Monitoring
164.312 (d) Person or entity authentication.	Access Control
164.312 (e)(2)(i) Integrity controls.	Integrity Monitoring
164.316 Policies and procedures and documentation requirements. (HIPAA Security Rule)	
164.316 (b)(1) (ii) Documentation.	Audit Trail
164.316 (b)(2)(i) Time limit.	Audit Trail
164.316 (b)(2)(ii) Availability.	Audit Trail
164.528 Accounting of disclosures of protected health information. (HIPAA Privacy Rule)	
164.528 (a) Right to an accounting of disclosures of protected health information	Audit Trail Integrity Monitoring

Control methods and M365 Manager Plus reports

The following section will map the control methods and M365 Manager Plus reports that help to implement them.

Access Control

Microsoft 365 Service	M365 Manager Plus Reports
Exchange Online	Exchange Admin Activity Exchange User Activity Non-Owner Mailbox Access Recently Added Members to Groups Recently Removed members from groups Group Members Distribution List Members Active Directory Reset User Password Disabled Exchange Users Send-As Permission Send-on-Behalf Permission Mailbox Permissions Changes Permissions Changes Unified Messaging Mailbox Policy User Rights Assignment Policy Changes DLP Policy Matches OWA Logon by Users OWA Logon by OS OWA Logon by Browsers Public Folder Activity
Active Directory	Recently Enabled Accounts User Account Status Changes User Logon Activity Temporary User Accounts Never Expiring Passwords

	<p>All Users</p> <p>Password Expired Users</p> <p>Azure Locked Users</p> <p>Group Modification Report</p> <p>Group Settings Modification Report</p> <p>Azure Admin Activity,</p> <p>Recently modified users</p> <p>Multi Factor Authentication Status</p> <p>Reset User Password</p> <p>Change User Password</p> <p>Update User Credentials</p> <p>User Activity(based on Business Hours)</p> <p>User Logon Activity</p>
OneDrive for Business	<p>OneDrive Events Log</p> <p>OneDrive Files Accessed</p> <p>OneDrive File Modifications</p> <p>OneDrive Files Renamed</p> <p>OneDrive Files Movement</p> <p>OneDrive File Operation</p> <p>OneDrive Downloads</p> <p>OneDrive File Uploads</p> <p>OneDrive Deleted Files</p> <p>OneDrive Download Sync</p> <p>OneDrive Upload Sync</p>
Microsoft Teams	<p>Added Channel</p> <p>Created Team</p> <p>Deleted Team</p> <p>Users Signed in to Teams</p> <p>Changed Setting (legacy)</p> <p>Changed Organizational Settings</p> <p>Changed Team Settings</p> <p>Changed Channel Settings</p>

Power BI

Created Dashboard
Viewed Dashboard
Modified Dashboard
Deleted Dashboard
Printed Dashboard
Shared Dashboard
Created Groups
Added Group members
Started Pro-trial Subscriptions
Created Reports
Viewed Reports
Modified Reports
Deleted Reports
Shared Reports
Printed Reports
Downloaded Reports
Published Reports
Exported Dashboard Tile
Exported Reports
Started Extended Trial
Admin Portal Activities
Viewed Usage Metrics
Analyzed Dataset
Created Organizational Content Pack
Deleted Dataset Objects

Account Management

Microsoft 365 Service	M365 Manager Plus Reports
Exchange Online	<ul style="list-style-type: none"> Non-Owner Mailbox Access Contact Audit Log Added Member to Group Removed Member from Group Group Members Users Not in Group Groups with Disabled Users Account Policy Changes User Configuration Changes Role Assignment policy Unified Messaging Mailbox Policy User Rights Assignment Policy Changes DLP Policy Matches
Azure Active Directory	<ul style="list-style-type: none"> Recently Enabled Accounts Recently Created User Account Recently Modified User Account Recently Deleted User Account Password change Report Accounts with Most Logon Activity (In All Logon Activities Report) All Users Password Expired User Accounts Locked User Accounts Never Expiring Passwords Azure Locked Users Azure User Activities Recent Logon Failure Recent Successful Logon User Logon Activitiy Exchange User Activity
Microsoft Teams	<ul style="list-style-type: none"> Added Channel Created Team Deleted Team Users Signed in to Teams Changed Setting (legacy)

	<ul style="list-style-type: none"> Changed Organizational Settings Changed Team Settings Changed Channel Settings
Power BI	<ul style="list-style-type: none"> Started Pro-trial Subscriptions Started Extended Trial Admin Portal Activities Viewed Usage Metrics Analyzed Dataset Created Organizational Content Pack

Credentials Management

Microsoft 365 Service	M365 Manager Plus Reports
Azure Active Directory	<ul style="list-style-type: none"> Password Change Never Expiring Passwords Soon to Expire Users Password Changed Users Password Unchanged Users Multi Factor Authentication Status Recently Password Reset Users Forced Password Change Updated User Credentials
Microsoft Teams	<ul style="list-style-type: none"> Users Signed in to Teams

User Management

Microsoft 365 Service	M365 Manager Plus Reports
Exchange Online	<ul style="list-style-type: none"> Exchange User Activity Mailbox Features Mailbox with ForwardTo Mailbox Auto Reply Configuration Group Members Recently Added Users to Groups Recently Deleted Users from Groups Distribution List Members Dynamic Distribution Group Members Mailbox Permissions Changes

	<p>Created and deleted Malware Filter Policy</p> <p>Created, Modified, and Deleted Phishing Rules</p> <p>Created, Modified, and Deleted Role Assignments</p> <p>Created, Modified, and Deleted Safe Attachment Policies</p> <p>Created, Modified, and Deleted Safe Link Policies</p> <p>OWA Logon by Users</p> <p>OWA Logon by OS</p> <p>OWA Logon by Browsers</p>
<p>Azure Active Directory</p>	<p>Added Users</p> <p>Updated Users</p> <p>Deleted Users</p> <p>Cloud users</p> <p>Synced Users</p> <p>Never Expiring Passwords</p> <p>User Logon Activity</p> <p>Added Users to Admin Role</p> <p>Recent Logon Failure</p> <p>Recent Successful Logon</p> <p>User Activity(based on Business Hours)</p> <p>User Logon Activity</p>
<p>OneDrive for Business</p>	<p>OneDrive Events Log</p> <p>OneDrive Files Accessed</p> <p>OneDrive File Modifications</p> <p>OneDrive Files Renamed</p> <p>OneDrive Files Movement</p> <p>OneDrive File Operation</p> <p>OneDrive Downloads</p> <p>OneDrive File Uploads</p> <p>OneDrive Deleted Files</p> <p>OneDrive Download Sync</p> <p>OneDrive Upload Sync</p>
<p>Microsoft Teams</p>	<p>Added Channel</p> <p>Created Team</p> <p>Deleted Team</p> <p>Users Signed in to Teams</p> <p>Changed Setting (legacy)</p> <p>Changed Organizational Settings</p> <p>Changed Team Settings</p> <p>Changed Channel Settings</p>

Integrity Monitoring

Microsoft 365 Service	M365 Manager Plus Reports
Exchange Online	OWA Logon by Users OWA Logon by OS OWA Logon by Browsers
Azure Active Directory	Recent Logon Failure Recent Successful Logon User Activity(based on Business Hours) User Logon Activity
OneDrive for Business	OneDrive Files Accessed OneDrive File Modifications OneDrive File Renaming OneDrive File Movement OneDrive File Operations OneDrive Upload OneDrive Downloads OneDrive Deleted Files OneDrive Events Log
Microsoft Teams	Added Channel Created Team Deleted Team Users Signed in to Teams Changed Setting (legacy) Changed Organizational Settings Changed Team Settings Changed Channel Settings
Power BI	Created Dashboard Viewed Dashboard Modified Dashboard Deleted Dashboard Printed Dashboard Shared Dashboard Created Groups Added Group members Started Pro-trial Subscriptions Created Reports Viewed Reports

	Modified Reports
	Deleted Reports
	Shared Reports
	Printed Reports
	Downloaded Reports
	Published Reports
	Exported Dashboard Tile
	Exported Reports
	Started Extended Trial
	Admin Portal Activities
	Viewed Usage Metrics
	Analyzed Dataset
	Created Organizational Content Pack
	Deleted Dataset Objects

Data Governance

Microsoft 365 Service	M365 Manager Plus Reports
Exchange Online	Exchange Online Mailbox Permissions Changes Added and deleted folder level permissions Added and deleted send-as permissions Added and deleted mailbox permissions Configured permissions for folders within user mailbox Exchange Online Mailbox Policy Changes Created, modified, and deleted UM mailbox policies Transport rule matches Messages that triggered transport rules Folder Message Count and Size Attachment by File Size Message by Subject Mailbox Message Restrictions Mailbox Clutter Details OWA Attachment Policies OWA Attachment Policy by Users
OneDrive for Business	OneDrive Files Accessed OneDrive File Modifications OneDrive File Renaming OneDrive File Movement OneDrive File Operations OneDrive Upload OneDrive Downloads OneDrive Deleted Files OneDrive Events Log Checked-in and checked-out file Discarded file check-out
Power BI	Created Dashboard Viewed Dashboard Modified Dashboard Deleted Dashboard Printed Dashboard Shared Dashboard Created Groups Added Group members Created Reports

	<p>Viewed Reports</p> <p>Modified Reports</p> <p>Deleted Reports</p> <p>Shared Reports</p> <p>Printed Reports</p> <p>Downloaded Reports</p> <p>Published Reports</p> <p>Exported Dashboard Tile</p> <p>Exported Reports</p> <p>Viewed Usage Metrics</p> <p>Analyzed Dataset</p> <p>Deleted Dataset Objects</p>
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Configuration Management

Microsoft 365 Service	M365 Manager Plus Reports
Exchange Online	<p>Created and deleted mailboxes</p> <p>Recovered soft deleted mailboxes</p> <p>Created, suspended, and resumed mailbox restore requests</p> <p>Configured mailbox settings</p> <p>Created mailboxes for existing users</p> <p>Disabled mailboxes of existing users</p> <p>Configured junk email rule for specific mailboxes</p> <p>Modified CAS settings in a mailbox</p> <p>Mailbox Sizes</p> <p>Mailbox Size Restrictions</p> <p>Current Mailbox Size vs Quota</p> <p>Archive Mailbox Sizes</p> <p>Mailbox Storage Information</p> <p>Mailbox Size Over Time</p> <p>Created management role assignments</p> <p>Modified management role assignments</p> <p>Deleted management role assignments</p>

	<ul style="list-style-type: none"> Created and deleted management role groups Added and deleted management role group members Modified role groups Updated role groups Added and deleted folder level permissions Added and deleted send-as permissions Added and deleted mailbox permissions Configured permissions for folders within user mailbox Account Permissions Group Policy Object Delegation Email Address Policy Changes Exchange Online Mailbox Policy Changes New, rotated, and modified DKIM signing policies
Microsoft Teams	<ul style="list-style-type: none"> Changed Setting (legacy) Changed Organizational Settings Changed Team Settings Changed Channel Settings
Power BI	<ul style="list-style-type: none"> Started Pro-trial Subscriptions Started Extended Trial Admin Portal Activities Viewed Usage Metrics Analyzed Dataset Created Organizational Content Pack

Audit Trail

Microsoft 365 Service	M365 Manager Plus Reports
Exchange Online	<ul style="list-style-type: none"> Created and deleted mailboxes Recovered soft deleted mailboxes Created, suspended, and resumed mailbox restore requests Configured mailbox settings Created mailboxes for existing users Disabled mailboxes of existing users Created, modified, and deleted Microsoft 365 groups Created, modified, and deleted dynamic distribution groups

	<p>Created, modified, and deleted distribution groups</p> <p>Added and replaced distribution group members</p> <p>Deleted unified groups and unified group links</p> <p>Added members, owners, and subscribers to groups</p> <p>Created, modified, and deleted email users</p> <p>Modified user attributes</p> <p>Modified linked user account properties</p> <p>Purged messages from mailbox</p> <p>Deleted messages form Deleted Items folder</p> <p>Moved messages to Deleted Items folder</p> <p>Moved messages to another folder</p> <p>Created or received messages</p> <p>Sent messages using send-on behalf permission</p> <p>Copied message to another folder</p> <p>Users signed into mailbox</p> <p>Sent messages using SendAs permission</p> <p>Enabled or disabled focused inbox for mailboxes</p> <p>Enabled/disabled UM call answering rules</p> <p>Created, modified, and deleted call answering rules</p> <p>Created, modified and tested site mailboxes</p> <p>Synchronisation triggered site mailboxes</p> <p>Created and modified site mailbox provisioning policies</p> <p>Added, modified, and deleted management role entry</p> <p>Updated and deleted hybrid configurations</p> <p>Configured message flow settings</p> <p>Created, modified, and deleted OnPremisesOrganization objects</p> <p>Enabled and disabled UM auto attendants</p> <p>Created, modified, and deleted auto attendants</p> <p>Transport rule matches</p> <p>Messages that triggered transport rules</p> <p>Created, modified and deleted malware filter rules</p> <p>Created, modified, and deleted malware filter policies</p> <p>Created, validated, and deleted inbound connectors</p> <p>Created, validated, and deleted outbound connectors</p> <p>Created, modified, and deleted intra organization connectors</p> <p>Created, modified, and deleted UM dial plans</p> <p>Created, modified, and deleted management role assignments</p> <p>Created, modified, and deleted public folder migration</p>
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	requests Resumed and suspended public folder migration requests Resumed and suspended public folder mailbox migration requests Enabled and disabled UM IP gateway Created, modified, and deleted UM IP gateway configurations Configured auto reply settings for a mailbox Created mailbox folders Configured publishing or sharing settings on a calendar folder Messages with no delivery status Messages undelivered or filtered as spam/malware Messages yet to be delivered Successfully delivered messages Messages undelivered due to expanded group membership Created, modified, and deleted role assignment policies Modified transport configuration settings Removed text messaging settings Compared verification codes Verification codes sent to users' mobile phone Text messaging notifications configured PINs reset for UM mailbox Modified existing accepted domains Created, modified, and deleted sharing policies Created, modified, Tested, and deleted organization relationships Created and deleted availability address space objects Modified access level for free/busy information Created, and deleted availability configurations Created, modified, and deleted OWA mailbox policies Modified mailbox message configuration Modified mailbox message configuration Modified wen spelling checker options Calendar settings applied for users using OWA calendars Modified S/MIME configuration New and deleted hotmail, POP or IMAP subscriptions Created and modified POP subscriptions Created, and modified IMAP subscriptions Created and modified hotmail subscriptions Created, modified, and deleted contact integration
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	<p>subscription</p> <p>Activity alerts in Security & Compliance center</p> <p>Created, modified, and deleted safe link policies</p> <p>Enabled and disabled safe link policies</p> <p>Created, modified, and deleted safe attachment rules</p> <p>Enabled and disabled safe attachment rules</p> <p>Created, and deleted safe attachment policies</p> <p>New phish filter policy configured</p> <p>Imported and exported UM prompts</p> <p>Messages marked as malware</p> <p>Spam filtered by advanced filters</p> <p>Messages filtered as bulk mail</p> <p>Messages filtered based on content</p> <p>Messages filtered by transport rule</p> <p>Messages from blocked users</p> <p>Messages filtered by content, rules or other configuration</p> <p>Messages addressed to an unknown recipient</p> <p>Messages blocked based on SMTP</p> <p>Messages blocked based on sender IP</p> <p>Created and deleted public folder sync</p> <p>Created, modified, and deleted partner app configurations</p> <p>Tested OAuth authentication</p> <p>Modified, and deleted user photos</p> <p>Enabled and disabled UM for mailboxes</p> <p>Modified UM mailbox properties</p> <p>Imported contacts to Exchange Online mailboxes</p> <p>Created email messages</p> <p>Tested MAPI connectivity</p> <p>Enabled and disabled apps for a specific user</p> <p>Created and deleted apps</p> <p>Modified availability of organization apps</p> <p>Modified mailbox plans</p> <p>Exchange organisation settings configured</p> <p>Enabled organization customization</p> <p>Modified gateway server IP addresses</p> <p>Created and deleted remote domains</p> <p>Connections configured for a remote domain</p> <p>Configured text message notification for calendar events</p> <p>Modified calendar processing options for resource mailboxes</p>
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	<p>Created, modified, and deleted inbox rules</p> <p>Enabled and disabled inbox rules</p> <p>Configured junk email rule for specific mailboxes</p> <p>Configured Exchange ActiveSync settings</p> <p>Mobile device mailbox policy settings applied to server</p> <p>Configured and deleted device access level for rules</p> <p>Created and deleted active sync mailbox policies</p> <p>Created and deleted active sync device access rule</p> <p>Created, modified, and deleted mobile device mailbox policies</p> <p>Deleted data from mobile device</p> <p>Deleted mobile devices</p> <p>Created, modified, and deleted UM mailbox policies</p> <p>Added and deleted folder level permissions</p> <p>Added and deleted send-as permissions</p> <p>Added and deleted mailbox permissions</p> <p>Configured permissions for folders within user mailbox</p> <p>Modified CAS settings in a mailbox</p> <p>Configured federated organization identifier</p> <p>New federation trust set up</p> <p>Created and deleted public folder</p> <p>Hierarchy updated public folders</p> <p>Mail enabled and disabled public folders</p> <p>Added and deleted permissions to public folders</p> <p>Modified mail enabled public folders</p>
Security	<p>Messages filtered by DLP rule</p> <p>Messages incorrectly filtered by DLP rule</p> <p>Messages that override one or more DLP rules</p> <p>Messages that triggered DLP rules and policy rules</p> <p>Created and deleted UM hunt group</p> <p>Created, modified, and deleted management scopes</p> <p>Created, modified, and deleted content filter policies</p> <p>Released quarantine messages</p> <p>Created, modified, and deleted connection filter policies</p> <p>Created, modified, and deleted content filter rules</p> <p>Enabled and disabled content filter rules</p> <p>Modified outbound spam filter policy</p> <p>New, rotated, and modified DKIM signing policies</p> <p>Created and deleted management role groups</p>

	<p>Added and deleted management role group members</p> <p>Modified role groups</p> <p>Updated role groups</p> <p>Created, modified, and deleted email contacts</p> <p>Configured clutter settings for mailboxes</p> <p>Created and deleted management roles</p> <p>Deleted migration users</p> <p>Tested migration server availability</p> <p>Exported migration reports</p> <p>Modified staged IMAP, and remote migrations</p> <p>Created and deleted migration endpoints</p> <p>Started and stopped batch migration process</p> <p>Created, finalized, and deleted migration batches</p> <p>Created, modified, resumed, suspended, and deleted move requests</p> <p>Updated migration requests</p>
Azure Active Directory	<p>Added, updated, and deleted user</p> <p>Updated and deleted group</p> <p>Created group settings</p> <p>Added and removed member from a group</p> <p>Set license properties</p> <p>Changed user license</p> <p>Added users to admin role</p> <p>Deleted users from member role</p> <p>Updated company contact information</p> <p>Sign-in using password</p> <p>Sign-in using cookies</p> <p>Successful and failed logins</p> <p>Added modified, and removed delegation entry</p> <p>Added and removed service principals</p> <p>Added and removed credentials of service principals</p> <p>Reset user password</p> <p>Changed user password</p> <p>Set property that forces user to change password</p> <p>Updated user credentials</p>
OneDrive for Business	<p>Allowed and blocked computers from syncing files</p> <p>Downloaded and uploaded files</p> <p>Downloaded and uploaded file changes</p>

	<p>Created, accepted and withdrawn sharing invitations</p> <p>Created, used, and deleted company-wide share links</p> <p>Shared and unshared file, folder or site</p> <p>Created, accepted and denied access requests</p> <p>Created, used, and deleted anonymous links</p> <p>Renamed file</p> <p>Moved file</p> <p>Modified file</p> <p>Uploaded and downloaded file</p> <p>Deleted file</p> <p>Restored file</p> <p>Checked-in and checked-out file</p> <p>Discarded file check-out</p> <p>Copied file</p> <p>Accessed file</p>
Microsoft Teams	<p>Added Channel</p> <p>Created Team</p> <p>Deleted Team</p> <p>Users Signed in to Teams</p> <p>Changed Setting (legacy)</p> <p>Changed Organizational Settings</p> <p>Changed Team Settings</p> <p>Changed Channel Settings</p>
Power BI	<p>Created Dashboard</p> <p>Viewed Dashboard</p> <p>Modified Dashboard</p> <p>Deleted Dashboard</p> <p>Printed Dashboard</p> <p>Shared Dashboard</p> <p>Created Groups</p>

	Added Group members
	Started Pro-trial Subscriptions
	Created Reports
	Viewed Reports
	Modified Reports
	Deleted Reports
	Shared Reports
	Printed Reports
	Downloaded Reports
	Published Reports
	Exported Dashboard Tile
	Exported Reports
	Started Extended Trial
	Admin Portal Activities
	Viewed Usage Metrics
	Analyzed Dataset
	Created Organizational Content Pack
	Deleted Dataset Objects

ManageEngine
M365 Manager Plus

M365 Manager Plus is an extensive Microsoft 365 tool used for reporting, managing, monitoring, auditing, and creating alerts for critical incidents. With its user-friendly interface, you can easily manage Exchange Online, Azure Active Directory, Skype for Business, OneDrive for Business, Microsoft Teams, and other Microsoft 365 services from a single console.

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