

Net-Tech Remediation Tracking Worksheet

Purpose:

Track identified gaps, assign accountability, and monitor progress to closure.

Worksheet Structure

Gap ID	Description of Gap	Framework/Control Area	Date Identified	Risk Level (L/M/H)	Owner	Target Completion Date	Current Status (Not Started/In Progress/Complete)	Notes
001	No MFA on email accounts	NIST PR.AC-1, HIPAA §164.312	01/15/2025	High	IT Manager	02/10/2025	In Progress	Vendor quotes received
002	Missing IR Policy	NIST RS.RP-1	01/15/2025	Medium	Compliance Lead	01/31/2025	Complete	Approved by exec team

Usage Guidelines:

- Update weekly during remediation meetings.
- Mark as complete only after verification and evidence collection.
- Maintain as part of your compliance documentation package for insurers/auditors.