

Cybersecurity Observations

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Pennsylvania Bar Institute (PBI)

Co-Hosted by Philadelphia Bar Association Solo and Small Firm Management and Law Firm Risk Management Committees and the Solo and Small Firm Committee of APABA-PA

Cybersecurity issues have been causing increased anxiety for many law firm owners, especially in light of the many attorneys who continue to work from remote locations. Solo practitioners and small firm owners are in the unique positions to be in charge of managing the operations of their firms along with juggling the demands of their own case work. However, it is very important for solo and small firm owners to carve out time to be mindful of cybersecurity risks and equip themselves with tools to prevent these risks from disrupting the operation of their firms.

This dynamic program will provide what you need to have some peace of mind by learning:

- What confidentiality and safekeeping obligations you have in terms of the Rules of Professional Conduct
- What updates you need to make to your legal services engagement letters with regard to the use of technology
- What cybersecurity risks are and how to recognize threats (including but not limited to hacking, phishing, spoofed emails, embedded links in emails, and ransomware)
- How to avoid allowing risks into your system externally and internally by implementing specific safety policies
- How to build a security system to prevent cybersecurity risks
- How to best use cloud service providers and security software
- What payment processing services are appropriate to use
- How to ensure you are safe and secure when you work remotely
- How to evaluate the security of your firm
- How to monitor for data breaches and implementing an incident response plan
- What to do if you encounter a data breach or other security problem
- What cyber liability insurance is and how it can help protect your firm
- Why you need cyber liability insurance and how to obtain it