

Statement of Work: Security Baseline Assessment (CISA CPGs)

SOW SDG-2026-01 · October 16, 2026 · Sample Dental Group (made up)

This Statement of Work ("SOW") is entered into under the Master Services Agreement dated October 16, 2026 (the "Agreement") between **Example Security Partners LLC** ("Consultant") and **Sample Dental Group (made up)** ("Client"). The Agreement governs this SOW. If this SOW conflicts with the Agreement, the Agreement controls unless this SOW expressly states otherwise.

1. Summary

Consultant will assess Client's security practices against the CISA Cross-Sector Cybersecurity Performance Goals (CPGs) and deliver a prioritized report and 90-day action plan, written so the practice can use it for its January 2027 cyber insurance renewal.

2. Scope

Environments	Main office in Mesa: 9 workstations, practice-management and imaging servers, Microsoft 365 email, and the office Wi-Fi
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In scope

- Governance, policies, and roles
- Identity and access management
- Asset inventory, backups, and recovery
- Email, endpoint, and network protections
- Incident response readiness

Out of scope

- Active technical testing (scanning or penetration testing)
- Remediation work
- Third-party and vendor systems

3. Activities

- Kickoff meeting
- Interviews with IT, operations, and leadership
- Document review
- Site walk-through (optional)
- Scoring and analysis
- Leadership readout

4. Deliverables

ID	Deliverable	Description and format
D1	Written report	PDF with CPG scoring and prioritized findings
D2	90-day action plan	Top actions with owners and effort

D3	Leadership readout	Up to 60-minute presentation
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5. Schedule

Start date	October 26, 2026
Timeline	4 weeks from kickoff; leadership readout by November 20, 2026
On-site visits	One half-day visit to the Mesa office in week 2

6. Active testing

No scanning, penetration testing, or other active technical testing is included in this SOW.

7. Fees and billing

Fee	\$8,500 fixed fee
Billing	50% due on signing this SOW and 50% on delivery of the final report. Invoices are due within fifteen (15) days.
Travel	Billed at actual cost with Client's prior approval
Retainer credit	The fee is credited, up to one month's retainer, toward a vCISO retainer signed within 30 days of delivery.

8. Assumptions

- Client provides requested documents within five (5) business days of kickoff.
- Interviews are scheduled within the first two weeks and each lasts up to 60 minutes.
- Client's IT provider joins one 60-minute interview and answers follow-up questions by email.
- Patient records are not copied or removed from Client's systems; Consultant reviews settings and screenshots only.

9. Contacts

Client primary contact	Pat Example, Office Manager · office.manager@example.com
Client billing contact	billing@example.com
Consultant contact	Alex Sample · hello@example.com
Purchase order	Not required

The parties have signed this document as of the last date below.

Example Security Partners LLC	Sample Dental Group (made up)
By: _____	By: _____
Name: Alex Sample	Name: Dr. R. Example
Title: Managing Partner	Title: Managing Dentist
Date: _____	Date: _____