**Simple Dose Audit #21170**

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**SME’s: Bill Mullins, Gaurav Sachdeva, Padma Ajit**

**POC: Jeanne Willis**

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| **Project Name** | **Project Type** | **Oversight** | **Lead** | **Sub-Lead** | **Staff** |
| 21170 - SimpleDose | Audit | Sarah Kubiak | Michael Bavasso | Seun Mafi | Dan Benner, Daniel Rodrigues, Ashish Joshi |

**Brainstorming**

* Capacity Planning = Michael, Ashish, Seun
  + Is there a plan being used to monitor capacity?
  + \*\*\*\* Is this system on prem or in the cloud?
  + What are the tools being used, load balancing tools?
  + Are they using load distributors to make sure none of the servers are overloaded?
  + What is the current app size for growth (capacity limits) size/space/volume?
  + Can system changes be made in the future to adapt to increasing demands on capacity?
  + Is virtual storage being used?
  + How is future growth being monitored?
  + Is there Data sync? Is it required?
    - Cardinality??
  + How many users currently on system?
  + How often are the metrics being reviewed?
    - Is CPU being measured?
      * Performance testing.
        + Is Performance testing done routinely?
        + If so, at what interval?
      * Who is reviewing the results, KPI reports?
        + SLA for responding to a potential max??
        + What are the report metrics? Memory, storage, usage…
      * Alerts in place?
    - How many users are expected?
    - Are there peak processing times?
    - Is there a login estimation of those processing times?

System Performance:

1. SCA production servers are modeled and monitored for performance to determine:

1. Thresholds for key performance metrics are configured appropriately.
2. Alerts are being addressed and communicated appropriately to relevant parties.

2. Obtain the monthly performance meeting status deck and email invite to ensure:

1. The review of database performance is discussed.
2. If any performance issues arise they are researched and resolved.

The appropriate individuals are included on the status meeting invite.

Event Monitoring:

1. Obtain the SCA Monitoring Alert File and select a sample of events to ensure:

1. Alerting is configured and responded to appropriately.

Be generous on the sample selection.

All the criteria’s for the selected event are met for the alert to be generated.