1. Initial Audit

→ Click here to expand			
A. Source Server - <hostr< th=""><th>name><ip></ip></th><th></th><th></th></hostr<>	name> <ip></ip>		
I. SQL Server Level Settings			

	Task	Pending	Notes
1	☐ If non-MI DBs exist, run by customer		
2	☐ If disabled jobs exist, run by customer		1 SELECT 2 @@servername as ServerName, 3 name as JobName, 4 date_modified as LastModifiedDate 5 FROM 6 msdb.dbo.sysjobs WITH (NOLOCK) 7 WHERE 8 enabled = 0 9 ORDER BY name
3	$\hfill \square$ If processor affinity settings are vanilla, check-off 1B-II-2		
4	☐ If Dashboard objects do not exist, check-off section 2b		
5	☐ If non-MI SSIS & SSAS objects exist, run by customer		
6	☐ If IP and hostname will be changed post the migration, uncheck 2A-I-12 and 3-29		

II. DB Level Settings

	Task	Pending	Notes
1	☐ If [medical] does not "Auto Shrink", check-off "Day Of" Task #14		
2	☐ Ensure [medical_test] uses simple recovery with TLs shrunk		
3	□ Ensure PAGE_VERIFY CHECKSUM is enabled < ■ Troubleshoot database con sistency errors reported - SQL Server >		

B. Target Server - <hostname><IP>

I. Windows Server Level Settings

	Task	Pending	Notes
1	Ensure that the same services/programs exist (ex. SSIS, SSAS, SSDT for Visual Studio)		Ensure that SQL Server Agent and SQL Server Browser has "automatic" startup type Here is a Microsoft KB for installing SSDT for Visual Studio: https://docs.microsoft.com/en-us/sql/ssdt/download-sql-server-data-tools-ssdt?view=sql-server-ver15 Here is the download page for Visual Studio's "SSIS Projects" extension, which is also needed to configure the dtsx packages: https://marketplace.visualstudio.com/items? itemName=SSIS.SqlServerIntegrationServicesProjects For Visual Studio 2022: https://marketplace.visualstudio.com/items? itemName=SSIS.MicrosoftDataToolsIntegrationServices Here is a Microsoft KB for installing SSIS: https://docs.microsoft.com/en-us/sql/integration-services/install-windows/install-integration-services?view=sql-server-ver15
2	Ensure that Windows has been activated		

Run services in target with service acct as in source		As reference, this article lists the permissions recommended by Microsoft: https://docs.microsoft.com/en-us/sql/database-engine/configure-windows/configure-windows-service-accounts-and-permissions?view=sql-server-ver15#Serv_Perm
☐ Ensure that network protocols are same as source		If changes are made, restart the SQL Server service
Confirm if server will be used for SQL Server only, or for the main app as well		
■ Ensure enough memory, CPU, storage, & drives were provisioned. See if dedicated drives (not C:\) can be provided for both the data and backups.		If changes are made, reconfigure SQL Server accordingly (ex. set default backup directory, or set max server memory) Note: If the server will be used for the main app as well, make sure it has enough space to house the MEDINFO folder as well. If the server will be used for the main app, recommend that the drive names are the same How Much Memory is "Normal" for SQL Servers? - Brent Ozar Unlimited®
☐ Ensure firewall settings are same as source. If it is off in source but on in target, add inbound & outbound rules to open SQL Server ports (TCP 1433 & 1434, UDP 1434)		https://msdn.microsoft.com/en-us/library/cc646023.aspx
	 Ensure that network protocols are same as source Confirm if server will be used for SQL Server only, or for the main app as well Ensure enough memory, CPU, storage, & drives were provisioned. See if dedicated drives (not C:\(\) can be provided for both the data and backups. Ensure firewall settings are same as source. If it is off in source but on in target, add inbound & outbound rules to open SQL Server ports (TCP 1433 & 1434, 	Ensure that network protocols are same as source Confirm if server will be used for SQL Server only, or for the main app as well Ensure enough memory, CPU, storage, & drives were provisioned. See if dedicated drives (not C:\) can be provided for both the data and backups. Ensure firewall settings are same as source. If it is off in source but on in target, add inbound & outbound rules to open SQL Server ports (TCP 1433 & 1434,

II. SQL Server Level Settings

	Task	Pending	Notes
1	□ Verify MSSQL 2012+ with latest CU is installed		https://docs.microsoft.com/en-us/sql/database-engine/install-windows/latest-updates-for-microsoft-sql-server?view=sql-server-ver15 https://sqlserverbuilds.blogspot.com/
2	$\hfill \square$ Ensure that processor affinity settings are the same as source		
3	☐ Ensure that mixed authentication is enabled		

2A. Prepwork Click here to expand...

I. SQL Server Level Settings

Task	Pendi ng	Notes
Copy latest full backup and create dummy DB(s). If non C:\ drives were provisioned in step 1B-I-6, configure instance DB directories accordingly first.		
Recreate Logins and configure as in source		Disable [sa] if [sa] is disabled in source 1 grant select, insert, update, delete to mwuser 2 3 grant exec to mwuser If creating Logins from scratch, create [usr] Login and tie with [mwuser] User
Recreate jobs (excluding Maintenance Plans), then disable them		1 USE MSDB; 2 G0 3 UPDATE MSDB.dbo.sysjobs 4 SET EnabLed = 0 5 WHERE EnabLed = 1; 6 G0 If creating jobs from scratch, here is the list of standard jobs: 1. "job_cldictionary_archive" 2. "Cleanup CdsRsnRequests [medical]" (omit for v75) 3. "Appt Search Scrub Data/ Build Cache" (omit for v75) 4. "Dimrun Cutoff (month to date) [medical]" 5. "Dimrun Collections [Medical]" 6. "Import NC Files" (contingent on eRX module evaluation) 7. Patient Portal Job(s) (contingent on Patient Portal module evaluation)

4	Recreate Maintenance Plans	If creating Maintenance Plans from scratch, can use Ola Hallengren maintenance solutions.
		For reference, here is a sample schedule:
		Integrity check for user DBs every Sat at 2am
		Integrity check for system DBs every Sat at 3am
		Optimize index for [medical] every Sun at 2am
		4. Full backup for [medical] every day at 10pm
		5. Log backup for [medical] every hour of every day from 6am to 9pm
		6. Cleanup command log every Sat at 12am
		7. Cleanup output logs every Sun at 12am
		Cleanup backup history every Sat at 1am
		9. Cleanup job history every Sun at 1am
		For Ola's IndexOptimize, add fix to rebuild heaps: < How To Fix Forwarded Records - Brent Ozar Unlimited® >
5	☐ Ensure server-level objects are same as source. If no proxy, check-off 2B-1	
6	Enable "Optimize for Ad Hoc", "Compress Backup",	1 sp_configure 'show advanced options', 1
	"xp_cmdshell" settings.	2 go 3 reconfigure
	If "Cost Threshold for Paralellism" is 5, set to 50.	4 go
	Set MAXDOP to 8 or lower <a database="" href="https://littlekendra.com/2016/07/14/max-degree-of-thttps://littlekendra.com/2016/07/07/14/max-degree-of-thttps://littlekendra.com/2016/07/07/07/07/07/07/07/07/07/07/07/07/07/</td><td>5</td></tr><tr><td></td><td>parallelism-cost-threshold-for-parallelism/></td><td>6 sp_configure 'xp_cmdshell', 1</td></tr><tr><td></td><td>☐ Ensure instant file initialization (IFI) and Lock Pages in</td><td>7 go
8 reconfigure</td></tr><tr><td></td><td>Memory (LPIM) are enabled</td><td>9 go</td></tr><tr><th></th><th>monory (Er m) are enabled</th><th></th></tr><tr><td></td><td></td><td>d Instant File Initialization - Brent Ozar Unlimited® ></td></tr><tr><td></td><td></td><td>SQL SERVER - Enable Lock Pages in Memory LPIM - SQL Authority with Pinal Dave ></td></tr><tr><td>7</td><td>☐ If Patient Portal exists, enable " mail="" td="" xps"<=""><td></td>	
8	□ Set Min Server Memory to 0 and Max Server Memory to what's recommended by this script: ■ https://github.com/born/sql/scripts/blob/main/max_server_memory.sql - Connect your Github account	Note: If server is used to house both the app and database, lower the max memory by another 2GB for MedInformatix
9	☐ Check for "orphaned" users. If none, check-off 3-12.	1 EXEC sp_change_users_login 'REPORT'
		2
		3 Use [\$databaseName]; 4 GO
		5
		6 ALTER USER OrphanUser WITH LOGIN = correctedLoginName
		7
		8 SELECT * 9 FROM sys.objects
		10 WHERE schema_id = SCHEMA_ID('dbo')
10	To the second se	
10	Setup and test "Import NC Files" job	1 begin tran 2 select * from clparms as [a] where 1=1 and a.code='erx' and a.skey='up'
		3 update clparms set ALPHA1='D:\MEDINFO\ERX' where 1=1 and a.code='erx' and a.skey='up'
		4 update clparms set ALPHA3='D:\MEDINFO\' where 1=1 and code='erx' and skey='up'
		5 select * from clparms as [a] where 1=1 and a.code='erx' and a.skey='up'
		6 rollback tran
		7commit tran 8
		9 exec util_newcrop_import @filename='NCTSV-201907.EXE', @checkSyslog = 0, @debug = 1using
11	☐ (Time permitting) Run DMA (Data Migration Assistant)	
12	Note down which objects are configured using IP or hostname	
13	☐ Ensure there are 8 equally sized data files for tempdb. If there	■ Create Multiple TempDB files for best performance - Galen Healthcare Solutions - Allscripts TouchWorks EHR W
	are less than 8 cores, create the same number for files as	iki
	cores. If adding files, restart SQL Server.	
	☐ If on 2014 and below, enable TF 1117 and 1118	1 DBCC TRACEON(1117, -1); 2 DRCC TRACEON(1118, -1);
		2 DBCC TRACEON(1118, -1);

II. 3rd Party Settings

	Task	Pendi ng	Notes
1	☐ If Patient Portal exists, try configuring DB mail or reach out to Support		Confirm whether a maintenance splashscreen should be implemented

2	Check if customer uses reporting platform requiring ODBC connection	
3	☐ If Interfaces exist, touch bases with Interface	
4	☐ If HDL exists, touch bases with HDL engineer	
5	☐ If Phone Tree exists, touch bases with Phone Tree engineer	
6	☐ If Provider Portal exists, ensure that connection to the new DB server is tested	Confirm whether a maintenance splashscreen should be implemented
7	☐ If Hef and/or RWT Exports exist, ensure Proxy, Credential, and export directory are copied over. Also, ensure that an engineer is assigned to re- install and test Box Sync post the migration.	
8	☐ If Graphing Tool (growth charts) is in use, bring BUG-003525 to their attention and ensure Eddie creates corresponding Cases	

2B. Dashboard Tasks

☐ Premium Dashboard not used. Disregard section

~ (Click here to expand					
		Task	Pending	Notes		
	1	☐ Create SSIS proxy (if used)				
	2	☐ Migrate SSAS DB(s)				
	3	Reconfigure, reimport, and test SSIS package(s)		Custom packages may require that certain directories be moved over		
-						

3. The Day Of

→ Click here to expand... Notes Task 1 ☐ If Portal(s) exist, coordinate a time to implement splashscreen 2 Contact client 30 mins prior 3 ☐ At specified time, make sure Medinfo users are off Disable jobs in source server and Note which jobs are disabled disable SQL Server Agent 1 USE MSDB; 2 GO 3 UPDATE MSDB.dbo.sysjobs 4 SET Enabled = 0 5 WHERE Enabled = 1; 6 GO 5 ☐ Place DB(s) in "read-only" mode Use GUI if other users are connected 1 USE [master] 2 G0 3 ALTER DATABASE [dashboardDB] SET READ_ONLY WITH NO_WAIT ☐ Take "copy only" backup with "verify backup integrity" 7 ☐ Transfer backup(s) to new server 8 Drop "bogus" DB(s) in new server 9 ☐ Restore backup(s) to new instance

```
10
      Set DB(s) from "read-only" to "read-
      Check Login Permissions
                                              1 grant select, insert, update, delete to mwuser
                                              3 grant exec to mwuser
12
     Check for "orphaned" users
                                               1 EXEC sp_change_users_login 'REPORT'
                                               3 Use [$databaseName];
                                               4 G0
                                               6 ALTER USER OrphanUser WITH LOGIN = correctedLoginName
                                               9 FROM sys.objects
                                              10 WHERE schema_id = SCHEMA_ID('dbo')
13

    Shrink logs (if autogrowth has kicked in)

14
     ☐ Turn off auto shrink (if used)
15
     □ Ensure that TL autogrowth settings are
       optimal
16
     ☐ Setup and test "Import NC Files" job
                                              1 begin tran
                                              2 select * from clparms as [a] where 1=1 and a.code='erx' and a.skey='up'
                                              3 update clparms set ALPHA1='D:\MEDINFO\ERX' where 1=1 and code='erx' and skey='up'
                                              4 update clparms set ALPHA3='D:\MEDINFO\' where 1=1 and code='erx' and skey='up'
                                              5 select * from clparms as [a] where 1=1 and a.code='erx' and a.skey='up'
                                              6 rollback tran
                                              9 exec util_newcrop_import @filename='NCTSV-201907.EXE', @checkSyslog = 0, @debug = 1 --using last month's file
                                             https://msdn.microsoft.com/en-us/library/ms143799.aspx
     ☐ Ensure server computer name has been
        renamed
                                             Default Instance:
                                              1 sp_dropserver <old_name>;
                                             2 GO
                                              3 sp_addserver <new_name>, local;
                                              4 G0
                                             Named Instance:
                                              1 sp_dropserver <old_name\instancename>;
                                              3 sp_addserver <new_name\instancename>, local;
                                              4 GO
                                             Verify:
                                              1 SELECT @@SERVERNAME AS 'Server Name';
                                             If changed, SQL Server will have to be restarted.
18
     ☐ Point MI to new SQL Server, being sure
                                             If MSETUP is using "sa", replace with "usr"
        to restart the Net Services and
                                             If IP is being changed, make sure to use hostname instead
       Redirector Service
19
     Conduct unit testing
                                              2 select * from clmaster where plname='test' and account=
                                              3
20
     Re-enable jobs and restart SQL Server
                                              1 USE MSDB;
        Agent
                                              2 GO
                                              3 UPDATE MSDB.dbo.sysjobs
                                              4 SET Enabled = 1
                                              5 WHERE Enabled = 0;
                                              6 G0
21
     ☐ Take full backup of [medical]
22
     ☐ Set old DB(s) to offline (be sure that
                                              1 ALTER DATABASE <dbname> SET OFFLINE WITH ROLLBACK IMMEDIATE
       current Login's default DB is not
       [medical])
23
     Run dbcc checkdb
                                              1 dbcc checkdb('medical') WITH NO_INFOMSGS, ALL_ERRORMSGS
24

    Rebuild indexes
```

25	Review Error Logs and SQL Server Logs for any errors	
26	Remove tmp backups in target and source	
27	If Portal exist(s), have Portal engineer remove splashscreen(s) and possibly reconfigure the DB connection	
28	Confirm with customer that migration has been completed	
29	After IP and/or hostname is changed, reconfigure affected objects	
30	Update SF connect info, SQL Server Version, & SQL DB Server Version	

4. Baselining and Performance Tuning

→ Click here to expand...

Traditionally, this goes as follows:

- Change the Compatibility Level to the latest version
- Collect perfmon counters
- Generate a PAL report and analyze its results
- If any alarming patterns are found, a trace is run during those times to see if they are caused by slow performing queries.

When crossing the SQL Server 2014 threshold, however, Microsoft recommends the following:

- Keep the source Compatibility Level
- Enable Query Store to collect baseline data
- If using SSMS v18+, enable Query Tuning Assistant
- Change Compatibility Level to latest version
- Fix performance regressions with Automatic Plan Correction (SQL 2017+)

A. Collect PerfMon Counters

I. Setup

					Counter	Parent	Insta	Computer	
					Memory —				
					Available MBytes				
					Page Faults/sec				
					Paging File ———				
					% Usage		*		
					PhysicalDisk ———				
					% Disk Time		*		
					Avg. Disk Queue Length		*		
					Avg. Disk sec/Read		*		
					Avg. Disk sec/Write		*		
					Current Disk Queue Le		*		
	alysis				Disk Reads/sec		*		
					Disk Writes/sec		*		
	Task	Pe	nding	Notes					
1	☐ Stop the Data Collector Set from part I and move the file to a computer with				% Processor Time		*		
	PAL installed < G GitHub - clinthuffman/PAL: Performance Analysis of Logs				SQLServer:Buffer Mana	ager —			
	(PAL) tool)>				Page life expectancy				
2	Generate a PAL report with the data collected			Recomme	ended Settings: SQLServer:General Sta				
					restertomientorasge				
					Threshold File, select the Tile SQLServer:Memory Me	tle with the	latest SQL	Server version a	vailable
				Under	QUServer:Memory Ma	anager –			
				o No	questions: 'Memory Grants Pending te down the server's Physical	Memory a	nd OS		
				-	If server OS is newer than w	nat' availab	ole, select "	Windows Server"	
					Batch Requests/secusually	"True" as	[medical] is	s mostly written in	to and not used for
					a SQL-Gompilations/sec				
				∘ For	SQL Re-Compilations/lally	"False" as	w <mark>e h</mark> aven't	used In-Memory	tables for
					edisyktem —————				
					narrocessor Quede Length				
			- Hoos		alysis interval, leave as AUTC		(:a. esta medri	vo0x\Dorfl ogo\Ad	minISOL Contor
			Colle		Exectory fab, seving: thex data (asiauwppi	чөукучриоск	yggor en Logsvau	IIIIII/SQL Server
3	☐ Analyze PAL report and document analysis results				nalysis: data collector set now" and c	click "Finish	1"		
				1 # Me	emory - Not ideal that pa	ging file	e has non	trivial usage,	but still OK
				2					
					vailable MBytes On average, there is at	least 3 (SR of memo	nrv availahle	so we should be
					aging File % Usage	10000 0	3B 01c	ory avariable,	so ne snoutu se
					Avg of 27% and max of 48	3%, so a :	Lot above	what's recomme	ended (B.Ozar rec
				7 8 # Ph	nysicalDisk - OK				
				9					
					ead Latency Analysis Averages for all drives	ara wall	under 100	n millicocondo	(D. Ozor rocommon
					On Mon morning (4/20/202				•
				13	- This seems to be a one	e-off			
					rite Latency Analysis Averages for all drives	are well	under 100	0 milliseconds	(B.Ozar recommen
					No spikes over 100 milli		200		
				17	OV				
				18 # Pr 19	rocessor - OK				
				20 - %	Processor Time				
				21 - 22	The average utilization	is well u	under 50%,	, but there are	night spikes to
					(LServer:Buffer Manager -	OK			
				24					
					age life expectancy While the average value	is 321 9	29 secondo	s. it made a vo	ertical drop to 1
				27	* Probably caused by an				
					Note: B.Ozar recommends	at least	180 secon	nds, while sqlw	atch recommends
				29 30 # S0	QLServer:General Statisti	ics - OK			
				31					
					ser Connections	no ordin	around	oon time	
				33 -	Number of user connection * Max connections is 245		around no	nou rame	
				35					
				36 # S0	QLServer:Memory Manager -	OK OK			
					emory Grants Pending				
					All zeroes, as recommend	led by B.	Ozar		
				40					

```
# SQLServer:Batch Statistics - OK

42

43 - Re-Compilations/sec

44 - The ratio percentage of SQL Re-Compilations to SQL Compilations has an a

45 - On Fri (4/17/2020) before 5:28pm, this spiked to 9% (sqlwatch recommen

46 - This appears to be a one off

47

48 # System - OK

49

50 - Processor Queue Length

51 - It is on average below 10 threads per processor, which is acceptable

52
```

B. Update Compatibility Level with QTA

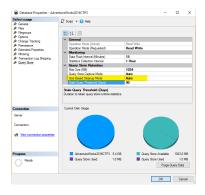
I. Creating baselines with old and new compatibility levels

	Task		Notes			
1	Start a "New Database Upgrade Session" by right-clicking the database in SSMS and going to "Tasks > Database Upgrade"		Recommended Settings: • Use 7 days for the workload duration, unless otherwise noted by the customer • Select the highest target compatibility ly possible • Check the current plan cache size using a query like: 1 https://stevestedman.com/2012/08/tsq1-to-determine-plan-cache-size/ 2 select name, sum(pages_kb) /1024.0 MBUsed 3 from sys.dm_os_memory_clerks 4 where name = 'SQL PLans' 5 group by name;			
			If the cache size is is <= 1024MB, use the Recommended settings If more, select Current and manually set a Max Size greater than the cache size. Copy the recommended settings for everything else			
2	☐ After the specified workload duration has passed, check "Done with workload run" (doing so will update the DB compatibility automatically)					

II. Performance tune regressed queries

	Task		Notes
1	Once the workload duration has passed for the new compatibility lv, check "Done with workload run" and tune any regressed queries		Recommended Settings: In the Analysis tab, select all tunable queries In the Findings tab, only select queries with a positive % Change

Per this MS KB and article, the Query Store automatically keeps it data below 90% of the Max Size (set in step I1 above) if it's "Size Based Cleanup Mode" is set to "Auto":



Even if it falls behind and switches into read-only mode, this switch is only "temporary" and, per this MS KB, will switch back to read-write after enough space is cleared. Unless there are extenuating circumstances, it should be safe to leave on the Query Store, which is also enabled by default in Azure.

Things to explore for improvement:

- $\bullet \ \ \text{Using SQLWATCH or another performance reporting tool} < \textcircled{$ \bullet$ Home $ \bullet$ SQLWATCH.IO } >$
- Perfmon recommendations (counters to collect and expected numbers) from "SQL Server Query Performance Tuning" book