1. Initial Audit

~	Click here to expand
	A. Source Server - <hostname><ip></ip></hostname>

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	☐ 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		Recommend that hostname not be changed

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		

3	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
4	☐ Ensure that network protocols are same as source	If changes are made, restart the SQL Server service
5	Confirm if server will be used for SQL Server only, or for the main app as well	
6	□ 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®
7	☐ 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
8	□ Confirm if target server is in the cloud (ex. GCP). If so, migration project cannot be done piecemeal https://medinformatix.lightning.force.com/lightning/r/0D53w00006FHJls/view	

	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

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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
		grant select, insert, update, delete to mwuser 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 GO 3 UPDATE MSDB.dbo.sysjobs 4 SET Enabled = 0 5 WHERE Enabled = 1; 6 GO
		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]"

		7. Patient Portal Jubi(s) (contingent on Patient Portal moudle evaluation)
4	Recreate Maintenance Plans	If creating Maintenance Plans from scratch, can use Ola Hallengren maintenance solutions. For reference, here is a sample schedule: 1. Integrity check for user DBs every Sat at 2am 2. Integrity check for system DBs every Sat at 3am 3. 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 8. 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", "xp_cmdshell" settings. If "Cost Threshold for Paralellism" is 5, set to 50. Set MAXDOP to 8 or lower https://littlekendra.com/2016/07/14/max-degree-of-parallelism-cost-threshold-for-parallelism/ Ensure instant file initialization (IFI) and Lock Pages in Memory (LPIM) are enabled	sp_configure 'show advanced options', 1 go sreconfigure go sp_configure 'xp_cmdshell', 1 go reconfigure go less reconfigure go less reconfigure go sp_configure go sp_config
7	☐ If Patient Portal exists, enable "Database Mail XPs"	
8	□ Set Min Server Memory to 0 and Max Server Memory to what's recommended by this script: ¶ https://github.com/bornsql/scripts/blob/main/max_server_memory.sql Connect your Github account . Alternately, use Set-DbaMaxMemory (dbatools)	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.	<pre>1 EXEC sp_change_users_login 'REPORT' 2 3 Use [\$databaseName]; 4 G0 5 6 ALTER USER OrphanUser WITH LOGIN = correctedLoginName 7 8 SELECT * 9 FROM sys.objects 10 WHERE schema_id = SCHEMA_ID('dbo')</pre> 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 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	$\ensuremath{ \ensuremath{ \bigcirc } }$ Note down which objects are configured using IP or hostname	
13	Ensure there are 8 equally sized data files for tempdb. If there are less than 8 cores, create the same number for files as cores. If adding files, restart SQL Server. If on 2014 and below, enable TF 1117 and 1118	### Create Multiple TempDB files for best performance - Galen Healthcare Solutions - Allscripts TouchWorks EHR W

II. 3rd Party Settings

Task	Pendi ng	Notes
	9	

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		Confirm whether a maintenance splashscreen should be implemented

2B. Dashboard Tasks

 $\hfill \square$ Premium Dashboard not used. Disregard section

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	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
			If possible, do not import the package into the File System or MSDB.
			Instead, use the newer Integration Services Catalog (SSISDB):
			EDeploying Packages to SQL Server Integration Services Catalog (SSISDB)
			Now to deploy and execute an SSIS package from the SSISDB catalog – SQLServerCentral

3. The Day Of

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	Task	Notes
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	
4	☐ Disable jobs in source server and disable SQL Server Agent	Note which jobs are disabled 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 GO 3 ALTER DATABASE [dashboardDB] SET READ_ONLY WITH NO_WAIT 4 GO

```
☐ Take "copy only" backup with "verify
       backup integrity"
     ☐ 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-
       write"
11
     ☐ 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 GO
                                              6 ALTER USER OrphanUser WITH LOGIN = correctedLoginName
                                              8 SELECT *
                                               9 FROM sys.objects
                                              10 WHERE schema_id = SCHEMA_ID('dbo')
13
     \hfill \square Shrink logs (if autogrowth has kicked in)
14
     ☐ Turn off auto shrink (if used)
15
     ☐ Ensure that TL autogrowth settings are
       optimal
     ☐ 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
                                              7 --commit tran
                                              9 exec util_newcrop_import @filename='NCTSV-201907.EXE', @checkSyslog = 0, @debug = 1 --using last month's file
     ☐ Ensure server computer name has been https://msdn.microsoft.com/en-us/library/ms143799.aspx
                                             Default Instance:
                                              1 sp_dropserver <old_name>;
                                             2 G0
                                              3 sp_addserver <new_name>, local;
                                             Named Instance:
                                              1 sp_dropserver <old_name\instancename>;
                                             2 GO
                                              3 sp_addserver <new_name\instancename>, local;
                                             Verify:
                                              1 SELECT @@SERVERNAME AS 'Server Name';
                                             If changed, SQL Server will have to be restarted.
    ☐ Point MI to new SOL 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=
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 GO
    ☐ Take full backup of [medical]
```

22	Set old DB(s) to offline (be sure that current Login's default DB is not [medical])	1 ALTER DATABASE <dbname> SET OFFLINE WITH ROLLBACK IMMEDIATE</dbname>
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	Recommend that at least a couple of workstations be tested
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

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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

	Task	Pending	Notes
1	□ In "Performance Monitor", start a User Defined "Data Collector Set"		Recommended Settings: For name, use "SQL Server Collector" and select "Create manually (Advanced)" Select "Create data logs" and only check "Performance counter" For interval, use 30 seconds at most. Per Scott Whigham, 30 is generally good enough but Brent Ozar recommends going less if possible For the actual performance counters, add the following (selecting <all instances=""> whenever possible>:</all>

					Counter Memory Available MBytes Page Faults/sec	Parent	Insta	Computer	
					Paging File % Usage PhysicalDisk % Disk Time Avg. Disk Queue Length Avg. Disk sec/Read		* * * *		
					Avg. Disk sec/Write Current Disk Queue Le Disk Reads/sec Disk Writes/sec Processor	 	* * *		
. Ana	lysis				% Processor Time SQLServer:Buffer Mana Page life expectancy	 ager	*		
					SQLServer:General Sta	atistics –			
	Task	Po	ending	Notes	User Connections				
1	☐ Stop the Data Collector Set from part I and move the file to a computer PAL installed < ♠ GitHub - clinthuffman/PAL: Performance Analysis of I (PAL) tool >				SQLServer:Memory M Memory Grants Pending				
2	☐ Generate a PAL report with the data collected			For thUnder	SQLServer:SQL Statist ended Settings: Batch Requests/sec Trestrict to a time range SQL Compilations/sec Threshold File, select the Ti SQL Re-Compilations/ questions:	 tle with the		L Server version a	available
			Colle	Fo he default da ctor) Fo	IFFACESS QUEUE LANGTHM OLTPVSOLAP, this is usually directory for saving the data (it warehousing) If UsingInMem, this is usually a data, collector set now" and of a data, collector set now."	/ "True" as default is % "False" as	[medical] i %systemdri we haven'	is mostly written ir ive%\PerfLogs\Ad	nto and not used fo min\SQL Server
				If u For ar	unsure, leave as default nalysis interval, leave as AUTO Execute tab, select "Execute	0		ess"	
3	☐ Analyze PAL report and document analysis results			Sample A					but still OK
				2 3 - A 4 - 5 - P 6 -	vailable MBytes On average, there is at aging File % Usage Avg of 27% and max of 48	least 3	GB of mem	ory available,	so we should be
				9	hysicalDisk - OK ead Latency Analysis				
				12 - 13 14 - W 15 -	Averages for all drives On Mon morning (4/20/20/ - This seems to be a one Trite Latency Analysis Averages for all drives No spikes over 100 mill:	20) 4:21- e-off are well	10:53am,	the C:\ drive s	spiked to 316 mi
				19	rocessor - OK				
				22	The average utilization QLServer:Buffer Manager		under 50%	s, but there are	e night spikes t
				25 - P 26 - 27	age life expectancy While the average value * Probably caused by an Note: B.Ozar recommends	index re	build or	by the VM	
				29 30 # S 31	QLServer:General Statisti			, 541	Coommenus
					ser Connections Number of user connection	ons spike	around n	oon time	

```
34 * Max connections is 245
35
36 # SQLServer:Memory Manager - OK
37
38 - Memory Grants Pending
     - All zeroes, as recommended by B.Ozar
40
41 # SOLServer:Batch Statistics - OK
42
43 - Re-Compilations/sec
- 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

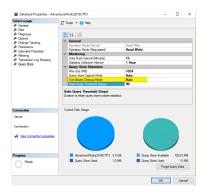
I. Creating baselines with old and new compatibility levels

	Task	Pending	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 lv 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	Pending	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 11 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:

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