Health Check Template

1. Background
2. Current Infrastructure/Configuration
   2.1. Hardware
       2.1.1. *Network architecture diagram*
       2.1.2. *Load balancer*
       2.1.3. *Perimeter server*
       2.1.4. *Application server*
       2.1.5. *Platform/server for production, QA, and test*
       2.1.6. *Storage*
       2.1.7. *Memory*
       2.1.8. *CPU utilization*
       2.1.9. *Sizing*
   2.2. Software
       2.2.1. *Operating System*
       2.2.2. *File system*
       2.2.3. *Database*
       2.2.4. *ERP*
       2.2.5. *Transformation/translation software and licensing*
       2.2.6. *Documents*
       2.2.7. *Communications software and protocols*
       2.2.8. *Processing schedule*
       2.2.9. *Mapping/interface file philosophy (generic interface file, generic maps, etc.)*
       2.2.10. *Business processes*
   2.3. Security
       2.3.1. *Network security*
       2.3.2. *Software security*
       2.3.3. *Role-based access*
       2.3.4. *Anti-virus*
   2.4. Performance Tuning
       2.4.1. *Performance stats*
       2.4.2. *Database statistics*
   2.5. Maintenance
       2.5.1. *Backups*
       2.5.2. *Retention policies*

2.5.3. *Archive/purge*

2.5.4. *Event logs*

2.5.5. *Operations – restart, resend, document edit*

2.6. Monitoring

2.6.1. *How are you informed when there is a problem?*

2.6.2. *Who is informed? Backup support?*

2.7. Visibility and Reporting

2.7.1. *Reports available and used*

2.7.2. *Search capabilities*

2.7.3. *Business user access and use*

2.8. Disaster Recovery

2.8.1. *DR plan*

2.8.2. *Documentation*

2.8.3. *Testing schedule*

2.9. Training and Documentation

2.9.1. *Current documentation on system configuration*

2.9.2. *Current training documentation*

2.9.3. *Backup personnel*

3. Recommendations

Issues are rated by color as shown below:

Critical issue, these should be the priority	
Needs improvement	
Best practices already in place	

3.1 Hardware

Topic	Rating	Notes
	 	

	🟨	
	🟩	

3.2 Software

Topic	Rating	Notes
	🟥	
	🟨	
	🟩	

3.3 Security

Topic	Rating	Notes
	🟥	
	🟨	
	🟩	

3.4 Performance Tuning

Topic	Rating	Notes

Topic	Rating	Notes

3.5 Maintenance

Topic	Rating	Notes

3.6 Monitoring

Topic	Rating	Notes

	🟩	

3.7 Reporting/Search/Visibility

Topic	Rating	Notes
	🟥	
	🟨	
	🟩	

3.8 Disaster Recovery

Topic	Rating	Notes
	🟥	
	🟨	
	🟩	

3.9 Training and Documentation

Topic	Rating	Notes
	🟥	