ASP (Cloud) Wasabi S3 Storage

As an ASP (Cloud) account, your data will be exported to a secured, HIPAA compliant, storage location. STI Managed Services has outlined the process for your office to create the S3 Storage Bucket.

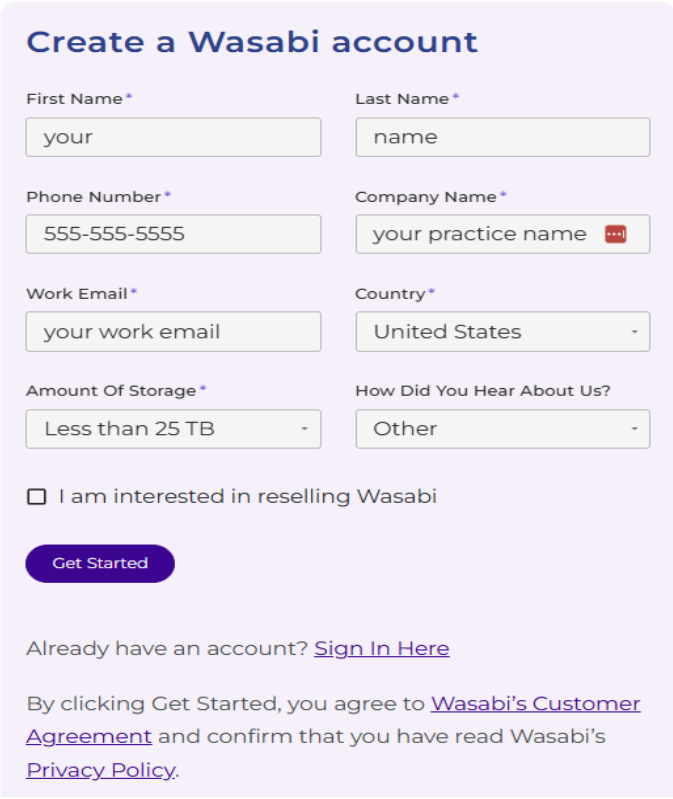
Wasabi S3 Storage

Pricing Information on Wasabi storage: https://wasabi.com/pricing
FAQ on pricing: Pricing FAQs for Wasabi's Pay as You Go Pricing Model
Wasabi and HIPAA How does Wasabi address health care privacy compliance?

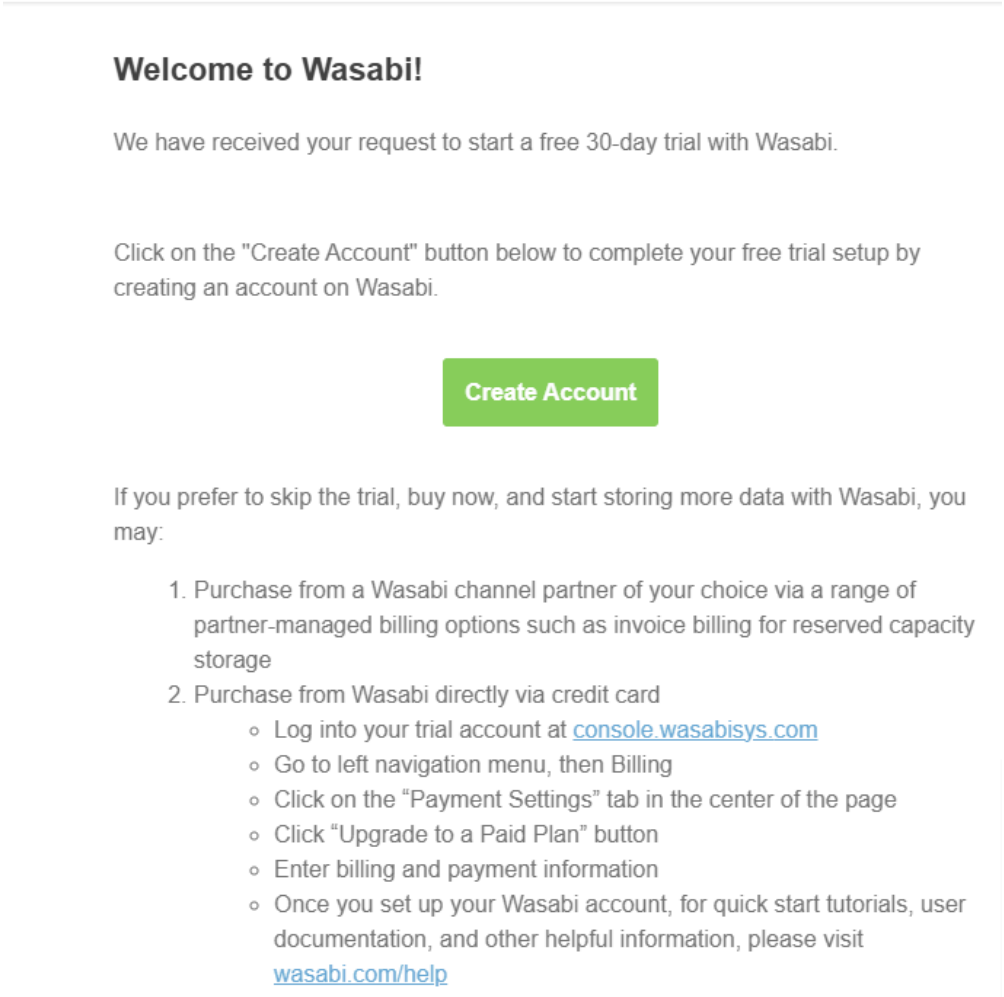
Creating the Account

1. Navigate to **Wasabi Free Trial**.

2. Fill out the details of the form (see example below), and then click **Get Started**.



3. You will receive an email at the email address specified above. Follow the instructions to create your account by clicking the **Create Account** button (see example below).



Welcome to Wasabi!

We have received your request to start a free 30-day trial with Wasabi.

Click on the "Create Account" button below to complete your free trial setup by creating an account on Wasabi.

Create Account

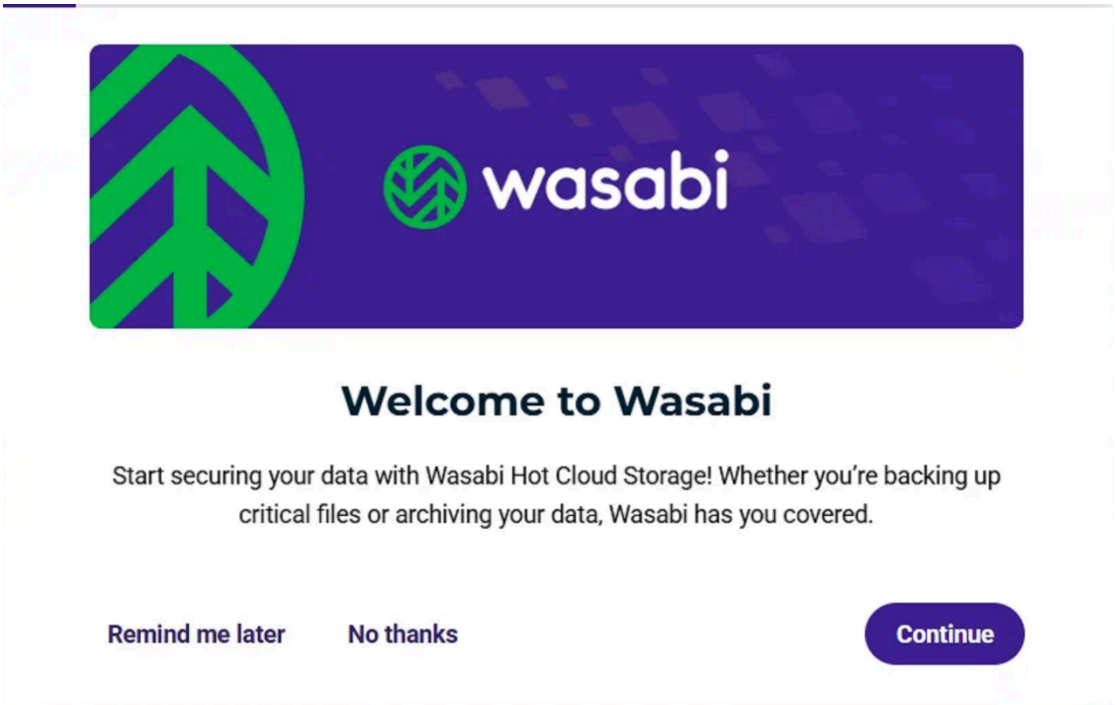
If you prefer to skip the trial, buy now, and start storing more data with Wasabi, you may:

1. Purchase from a Wasabi channel partner of your choice via a range of partner-managed billing options such as invoice billing for reserved capacity storage
2. Purchase from Wasabi directly via credit card
   - Log into your trial account at console.wasabisys.com
   - Go to left navigation menu, then Billing
   - Click on the "Payment Settings" tab in the center of the page
   - Click "Upgrade to a Paid Plan" button
   - Enter billing and payment information
   - Once you set up your Wasabi account, for quick start tutorials, user documentation, and other helpful information, please visit wasabi.com/help

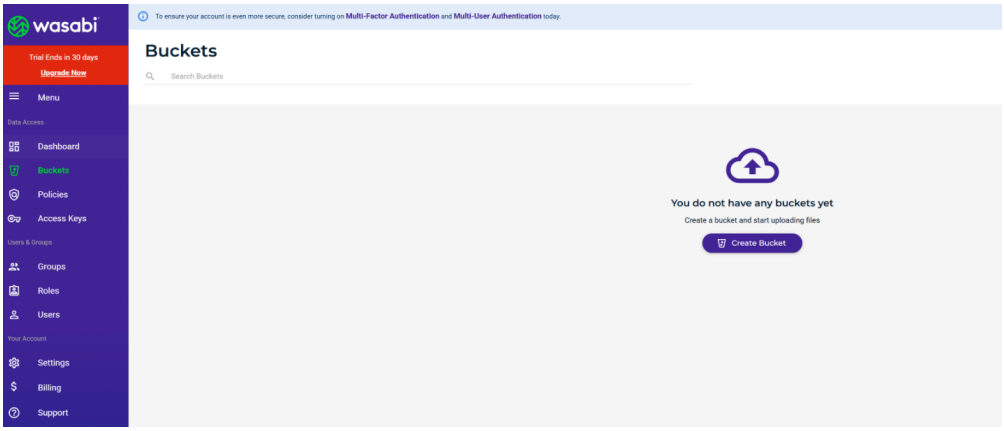
4. Once you've clicked the **Create Account**" button, you will be taken to a **Create Password** page. Create a password, note it, and then login to the Wasabi website.

5. Click **Begin your trial**. The username and the password are your (the customer's) responsibility to keep track of; STI/Azalea Health will have no record of these credentials if you lose them.

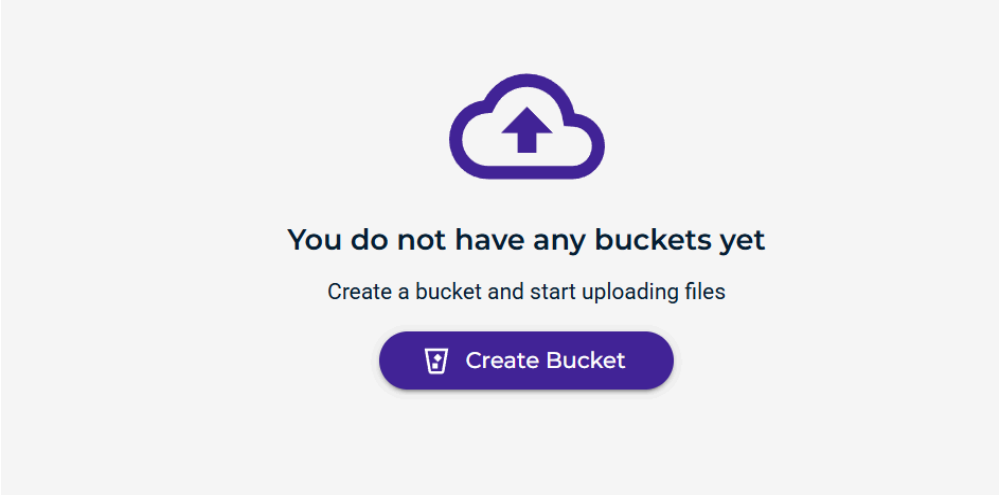
6. Once you've logged into the platform, you'll see the following pop up. Click **No Thanks**. Do the same with any other helpful popups.



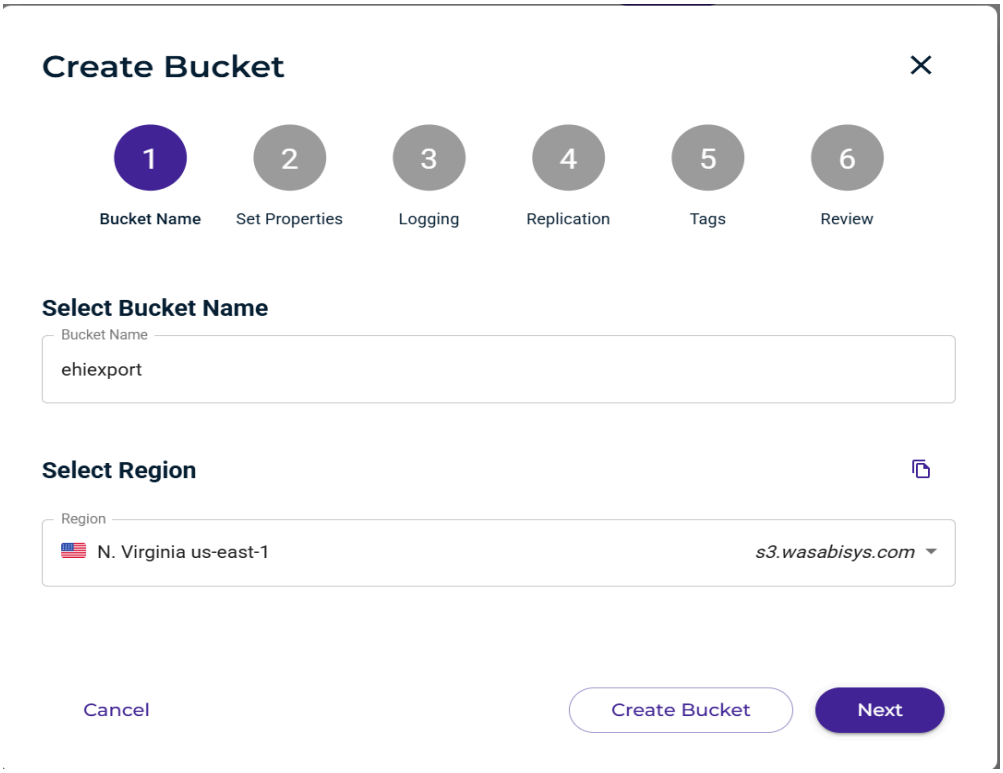
7. We'll now create our storage bucket to use for the EHI Export. In the menu on the left-hand side of the page, click **Bucket**.



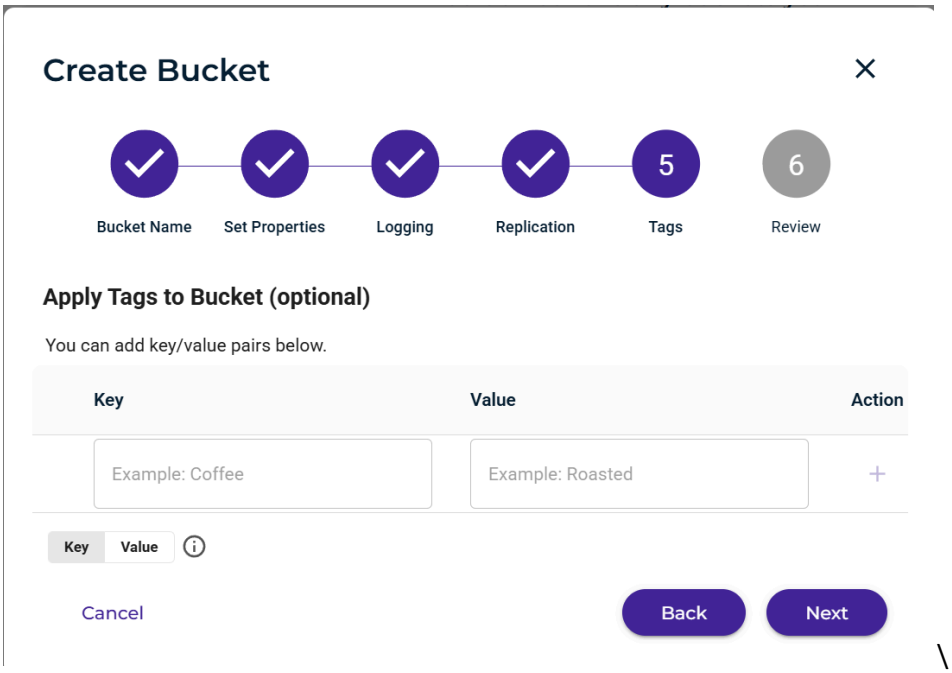
8. Next, click **Create Bucket**.



9. In lowercase type your **practice name** and **ehiexport** (e.g., **practicename-ehiexport)** and select the region as shown below.

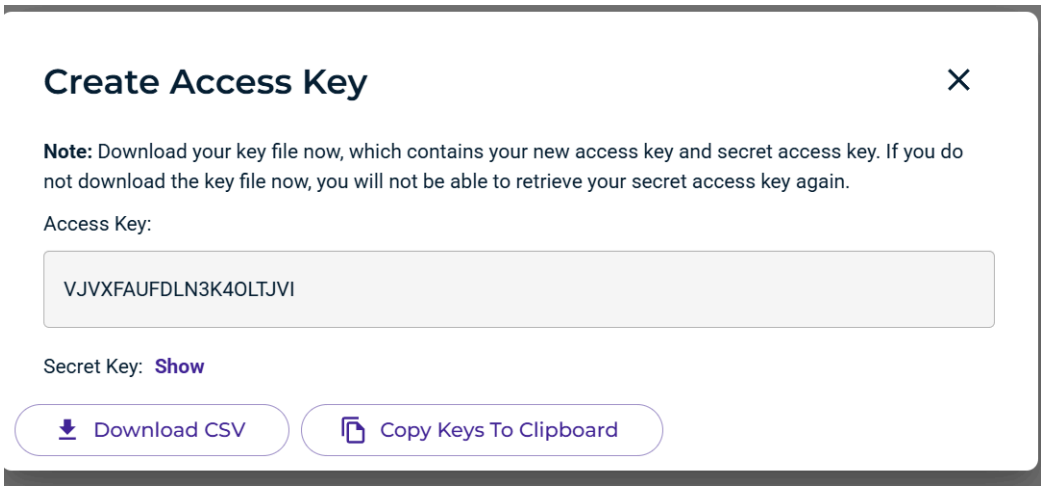


10. In the following screens, leave selections unchecked, then click **Next** through all subsequent windows (leaving all options unchecked), and then click **Finish** to complete the setup.



11. From the menu on the left side of the screen, click Access Key. Select user type = root.

THIS NEXT STEP IS VERY IMPORTANT. You'll get a pop-up window (screenshot below)



Your Access Key must be saved and safeguard. You cannot obtain this information again. Click **Download CSV** and store the file in a secure location on your computer. You can also email it to yourself as another safety precaution in case the CSV file gets accidentally deleted.

Accessing these files from a Windows desktop post export

There are multiple tools and solutions available to consumers to access S3 storage from a Windows computer. The choice you make depends largely on how you intend to use the exported data in the future. As this EHI Export is intended to be a machine-readable solution for import into another EMR, you may choose to leave the data in this S3 storage until you speak to the vendor of the software you're migrating to.

Some customers may also choose to migrate from S3 storage to another product such as Box.com, to allow ease of access for multiple end users. In the example below, I've provided a link to a free tool from Wasabi itself that will allow you to view and manipulate these files from a Windows computer. Documentation for using this can be found at the following link: **Using Wasabi Explorer for Windows**.

There is another free tool called WinSCP that can be used to transfer data from an S3 bucket to a local Windows desktop. Instructions for its configuration can be found here: **WinSCP With Wasabi**.

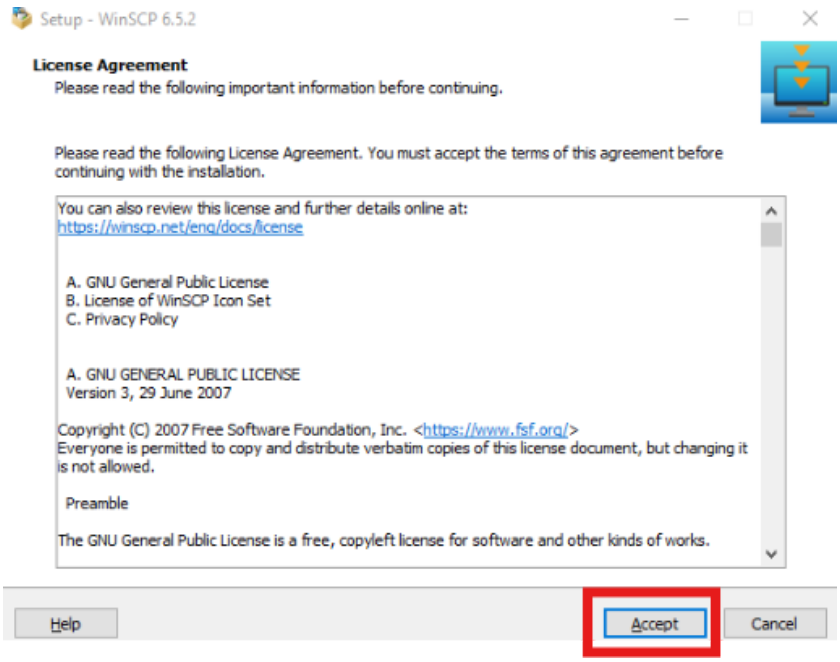
Wasabi WinSCP Installation and How To Guide

Outlined below are the instructions to access your data using Wasabi WinSCP.

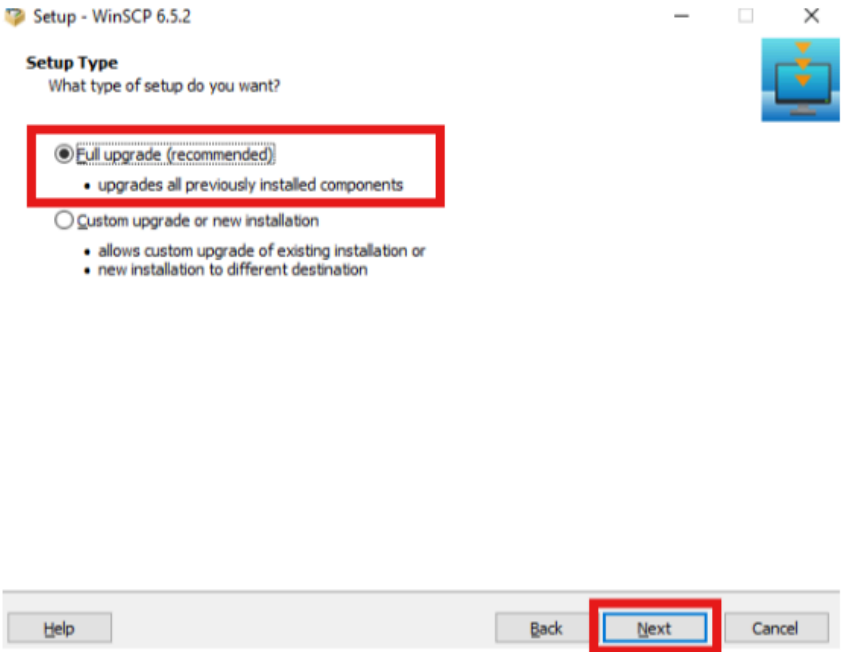
Download and Install the Wasabi WinSCP

1. Download **Wasabi WinSCP** to either the laptop or workstation where you have designated the data to be downloaded.

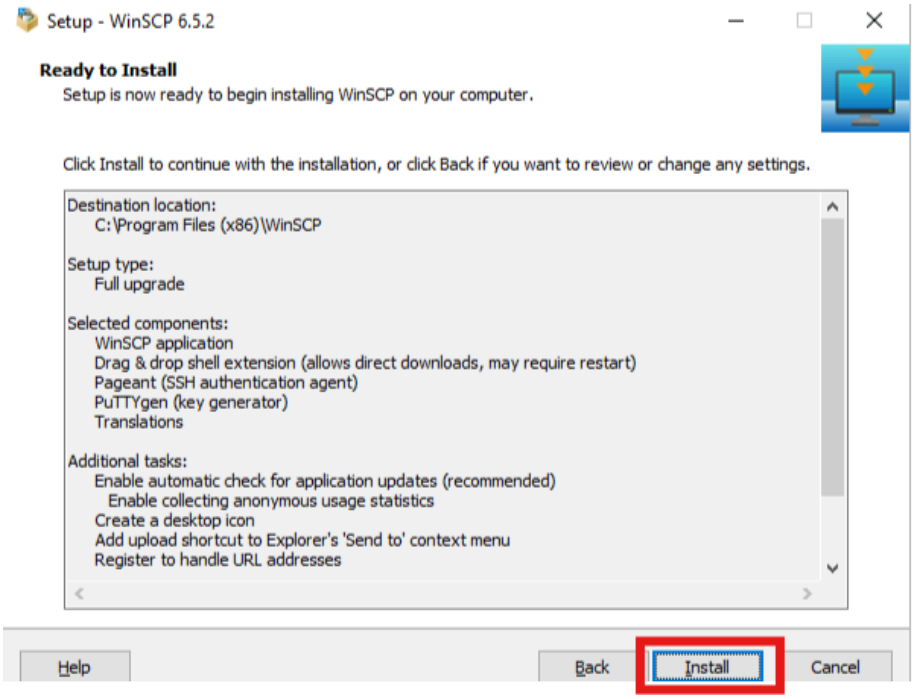
2. Once downloaded, run the WinSCP Setup file, and then click the Accept button.



3. Select **Full upgrade** option, and then click the **Next** button.



4. Click the **Install** button.

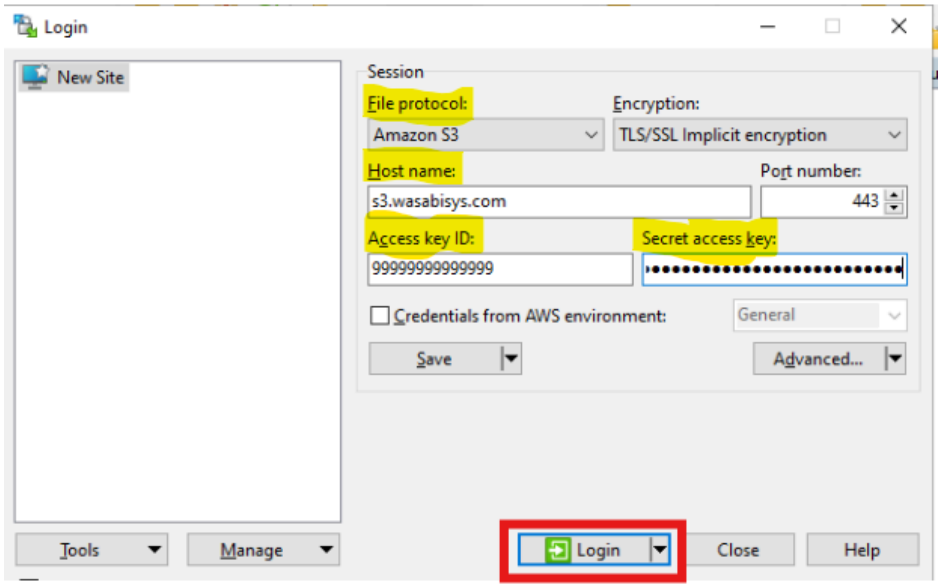


5. Uncheck the **Open Getting started page** option, and then click the **Finish** button.

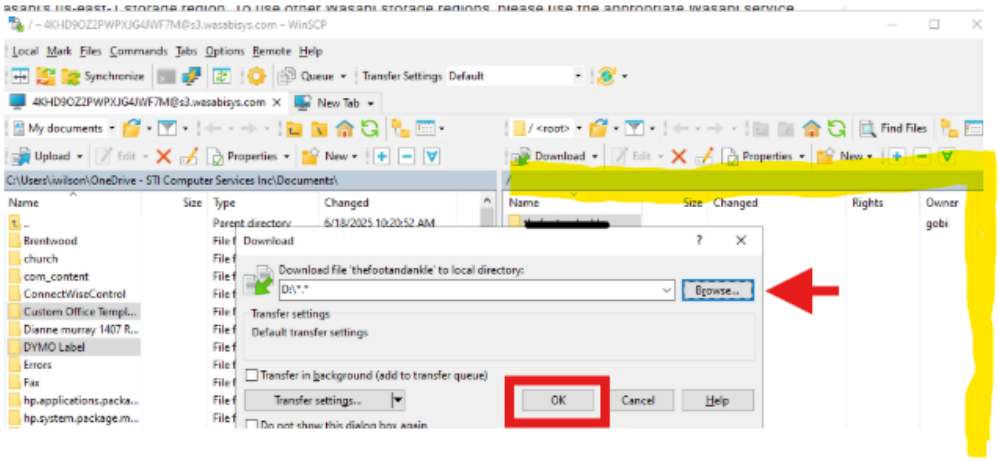


How To Access the Data After Installing WinSCP

1. In the File Protocol field, select **Amazon S3**.
2. In the Host name field, enter **S3.wasabisys.com**.
3. Enter the **Access key ID** and **Secret access key** that you downloaded from the Wasabi website.
4. Click the **Login** button.



5. Once you are connected, you will see your data on the right side. Select the folder(s), right-click the file, and then left-click on download.



6. Click the Browse button, select the location you would like to save the data, and then click the **OK button**.

7. The files will start to download and once it's complete, you can close out of the WinSCP.