

## MiDatabank Disaster Recovery

It is important that regular backups are made of the following:

- The MiDatabank Database
- The Attachment Storage Directory

In the event of a disaster, it is only possible to restore the data if backups have been made.

To recover the MiDatabank system following a disaster, the following steps apply:

### 1. Recover the database

Recovering the database involves creating a database on the SQL Server called mi3, and then restoring the database using the last available backup

Once completed, the Database Administrator adds logins (either Windows users or SQL logins) to the mi3 database, depending on whether Windows or SQL Authentication is used.

There are two roles contained in the database:

- MIAdministrator
- MIPharmacist

In the case that the database uses Windows Authentication, the usual practice will be to create a Windows group for the two types of user, and to add the group to the corresponding role. For example, create a group called MIAdministratorUsers and add this to the MIAdministrator role, and create a group called MIEnquiryManagerUsers and add this to the MIPharmacist role. The groups are often created on Active Directory or on the SQL Server itself

In the case that the database uses SQL Authentication, the usual practice will be to create SQL logins for the two types of user and add these to the corresponding role.

Once the database has been configured as above, the connection string can be made available to the person responsible for installing and configuring the windows applications (Step 3)

In addition, regular backups of the database should be scheduled by the Database Administrator. For busy MI Centres this could be as often as every two hours. For further information regarding backups please see the backup documentation.

## **2. Recover the Attachment Storage Directory**

The Systems Administrator configures a shared directory for storing attachments relating to enquiries. The shared area must have read/write permissions for MI pharmacists using the Enquiry Manager windows application, and could be located on the SQL Server, a SAN, or a file server on the network.

Once created, the last available backup of contents of the Attachment Storage Directory should be used to restore the contents of the newly created shared directory

### **Steps 3 to 4**

Please refer to the MiDatabank Installation Instructions from *Step 3 - Installing the Software* onwards