# Connectivity Worksheet: Locally-Hosted SFTP/FTP

**Step 1**: Please complete the following table with the connectivity information:

|  |  |
| --- | --- |
| Locally Hosted FTP Information | |
| Interface |  |
| FTP Type | SFTP  FTP over VPN \* |
| Public IP address of SFTP Server  or IP of FTP Server within VPN |  |
| Public Port of SFTP Server  or Port of FTP Server within VPN | 22 |
| FTP Username |  |
| FTP Password (12-20 characters) |  |
| File Path to FTP Directory - Testing |  |
| File Path to FTP Directory - Production |  |

\* Please note that if FTP over VPN is being used, the VPN Connectivity Worksheet should be completed as well

**Step 2**: Please return the completed worksheet in an encrypted email. If you are unsure how to send this worksheet in an encrypted email, please contact an athenahealth Interface Project Manager.

**Step 3**: The athenahealth Interface Project Manager will test and confirm connectivity.

Any Questions? Contact your athenahealth Interface Project Manager.