



Introduction to SFTP & PGP Encryption

March 1, 2022

Welcome & Introductions

- Gina Robertson, *Data Operations Manager*
- Jacob Kemer, *Cloud Support Engineer*

Agenda

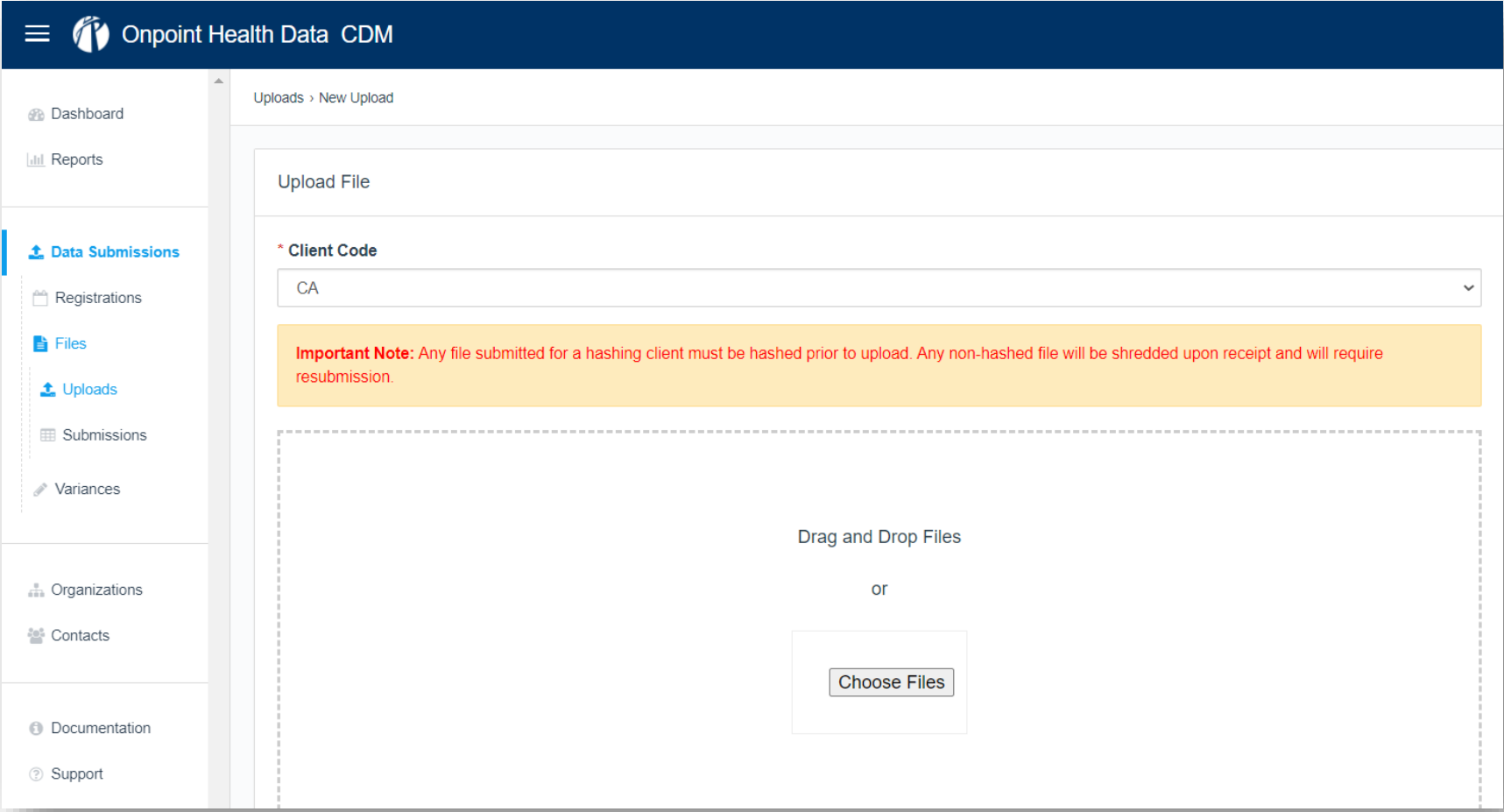
- Overview of two options for submitting files to the HPD program
 1. Manual upload within the data collection portal
 2. File transfer via Secure File Transfer Protocol (SFTP)
- Demonstrations of PGP encryption and SFTP access
- Next steps, resources, and support to establish connectivity with Onpoint
- Questions?
- Implementation timeline reminders



Overview of Two Options for Submitting Files to the HPD Program

Gina Robertson, *Data Operations Manager*

Option #1: Upload Files Manually within the Portal



Option #2: Submit Files via SFTP

- Secure File Transfer Protocol (SFTP)
- Allows file transmissions between a client and host system through an encrypted channel



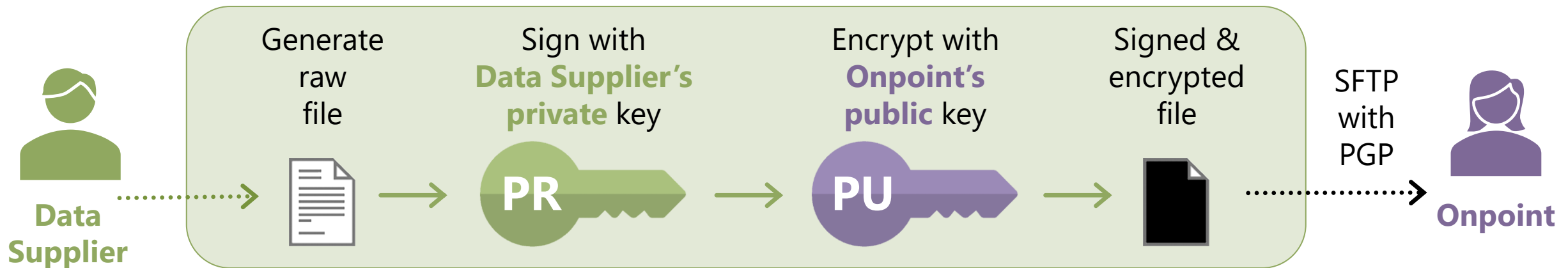
WinSCP



FileZilla

Required for Both Options: PGP Encryption

- Allows for secure exchanges of data between two parties using a public and private key pair to encrypt sensitive data



PGP Encryption & SFTP: The Basics

- Onpoint uses PGP encryption to protect files (at rest) and confirm the sender
- As part of PGP encryption and SFTP data transfer, submitters will generate two sets of key pairs:
 1. A PGP key pair, used for encrypting your data
 2. An SSH (Secure Shell) key pair, used for SFTP account authentication
- Both PGP and SSH key pairs have a public and a private key
 - Private keys should **never** be shared and should be backed up
 - Public keys are transferable and will be shared with Onpoint
- Different organizations have different security requirements; contact your IT team to confirm your organization's firewall access



Demonstration of PGP Encryption & SFTP Access

Jacob Kemer, *Cloud Support Engineer*

Demonstrations

- Demonstration #1: PGP encryption
 - PGP key generation
 - File encryption
- Demonstration #2: SFTP access
 - SSH key generation
 - Log-in to SFTP account
 - File transfer via SFTP



Demonstration #1: PGP Encryption

Jacob Kemer, *Cloud Support Engineer*



Demonstration #2: SFTP Access

Jacob Kemer, *Cloud Support Engineer*

FAQs: Submitting via SFTP

"Why do I still see my submission in my SFTP account after file transfer?"

- Files "live" within your SFTP account for 30 days but can be deleted or resubmitted at your discretion
- After 30 days, files are archived locally for 150 days within your SFTP account but cannot be updated or deleted without permission from Onpoint's IT department
 - To update or delete visibly archived files, please send your request to:
hpd-support@onpointhealthdata.org

"How do I know whether my file transferred successfully?"

- SFTP submission and file progress are traceable in the data collection portal
- Automatic emails will inform your team if a file fails during the transmission process



Next Steps, Resources, & Support

Gina Robertson, *Data Operations Manager*

Next Steps for Establishing SFTP Connectivity

- Onpoint has created a user guide for PGP set-up and SFTP connectivity that details all aspects of the process, including...
 - Step-by-step directions regarding PGP and SSH key generation
 - An overview of establishing SFTP connectivity with Onpoint
 - Guidelines for file signing, encryption, and decryption
- Onpoint will send a follow-up email with SFTP registration form and user guide
- Communicate with your IT department to coordinate SFTP connectivity efforts
- **Please note:** While submitters are encouraged to prepare PGP and SSH key pairs and initiate internal requests for PGP encryption and SFTP connectivity, Onpoint cannot complete SFTP requests until the submitter's **registration is complete.**



Questions?

For additional support, please reach out:

hpdc-support@onpointhealthdata.org



Implementation & Training Timeline Reminders

Gina Robertson, *Data Operations Manager*

Implementation & Training Timeline

Date	Details
3/1/2022	Webinar: Training on the SFTP submission process (optional)
3/3/2022	Webinar: Training on plan registration
3/7/2022	Plan registration opens for California health plans
3/30/2022	Webinar: Training on submitter registration
4/4/2022	Submitter registration opens for California data submitters
4/4/2022	Onpoint CDM opens for registered California data submitters
4/7/2022	Webinar: Training on Onpoint CDM and data variances
5/27/2022	Plan and submitter registration due for the HPD Program
Ongoing	Support: One-on-one submitter support meetings

Thank you.



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