

Obtaining Last Year's Results:

1. Go to www.okhcp.com
2. On the left side of the screen in the Navigation Menu, click on **Coordinator Resources**
3. Click on **sFTP** on the right side of the screen.
4. **Log-in** using the same log-in information you use to access the Online Testing System
5. Tick the box next to the file(s) listed.
6. Click on Download Files.
7. You will then receive a box asking you to Open or Save the file. Choose the option and press OK. If you choose to open the file, it will open in Microsoft Excel. If you choose to Save File, it will download to a location on your computer.

Note: You may also utilize this system to upload files to us. If you do not wish to fax us a document, please feel free to scan and upload it into this system.

Please remember to keep your logon information **CONFIDENTIAL**. Share it with **no one**. If you feel your login information has been compromised, **contact our office immediately**.