



Document Management for the Health Care Industry

The Foundation for HIPAA Compliance

- ✦ Archive, retrieve & distribute working & archival documents
- ✦ Reduce costs associated with paper records
- ✦ Maintain integrity of patient records
- ✦ Smooth integration with existing applications

HIPAA & Medical Records Management

The Health Insurance Portability and Accountability Act (HIPAA) of 1996 requires health care providers, clearinghouses and health plans to adopt federal standards for security, privacy and electronic transactions. Healthcare organizations, from small general practitioners to nationwide provider networks, will have to adapt records management procedures to comply with the new rules. As the compliance date approaches, an effective document imaging and management solution will play a crucial role in an overall HIPAA compliance strategy.

The Benefits of HIPAA Compliance

A key HIPAA objective is to allow healthcare organizations to lower costs, improve security and increase efficiency by conducting business and managing records electronically according to enforced standards. Patient privacy is also central to HIPAA. Patients can be confident that records are safe from unauthorized disclosure when providers and payers adhere to consistent guidelines.

Long-term benefits associated with HIPAA compliance include facilitation of real-time access to eligibility, enrollment and claims status information. Litigation avoidance is another potential advantage, as compliance with security standards will reduce breaches that reveal confidential patient information. These are in addition to the cost-saving benefits of implementing a document management solution as the cornerstone of a HIPAA compliance program.

The LaserFiche Solution

LaserFiche is a document imaging and management solution that quickly and precisely archives, retrieves and distributes paper and electronic documents. Intelligent full-text retrieval, Web distribution and workflow deliver information across a secure, scalable system that integrates seamlessly into existing IT infrastructures. The entire records repository is secure in a digital archive that is protected from unauthorized use, yet quickly accessible to personnel with legitimate information needs.

LaserFiche Highlights

- ✦ Electronically store, retrieve and distribute working and archival documents: EOBs, claims, payment and remittance advice, enrollment forms, etc.
- ✦ Designated privacy official can administer security with easily configured document access controls
- ✦ Track user activity with audit trails
- ✦ Distribute documents via a secure Web solution and unalterable CDs
- ✦ Designed for rapid implementation and pilot project-to-enterprise wide scalability
- ✦ Create smarter applications by integrating easily with existing programs

Visit www.laserfiche.com/hc for a free demo CD, or call 800-985-8533.

Document Imaging for the Real WorldSM