

# Document Imaging has never been easier.



Going paperless shouldn't make your head hurt. That's why we bring you iDoc - the most convenient way to turn your hospital paper forms into electronic images. Document imaging has never been easier to start, easier to do or easier to afford.

**iDoc is already up and running.** Our hosted solution means your hardware and IT headaches disappear. We set up your customized database, then all you need is a web browser to get started - point and click and you're off and scanning.

**iDoc simplifies your life.** We've honed our application in leading hospitals to be nimble and fast. So you'll implement iDoc quickly, learn it intuitively and master it swiftly - and if needed, all iDoc records can port seamlessly to your enterprise platform.

**iDoc saves you money** - a lot of money. The rule of 20s is that you spend \$20 in labor to file a paper document, \$120 to find a misfiled document and \$220 to reproduce a lost document. Add that to your savings on paper, toner, folders, labels, copy machines and storeroom space - and before you know it, iDoc has paid for itself.

At CareTech, we help you do more with less. We're Health Information Management professionals who speak your language and partner in your success every step of the way. It's one of the reasons iDoc has more than a 95 percent customer satisfaction rate.

So give us a call and get yourself ahead of the curve. We'll even scan your historical records so you get a fresh start. The paperless era is now - and it's never been easier to get started.



Information Technology  
Web Products & Services  
Document Imaging

Phone: 248.823.0800  
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# Used Everywhere



## Health Information Management

Improved HIM workflow

Increased productivity

On-line chart completion

Electronic signature

Provides the crosswalk for physicians and HIM staff to migrate from the paper to electronic environment

Availability of record to multiple users simultaneously

## Patient Registration

Ability for registrar to see insurance and identification captured on previous visits

Elimination of paper documents that are generated during registration and forwarded to Patient Financial Services

## Patient Financial Services

Faster more accurate bill generation

Faster claims/insurance voucher processing

Improved cash flow and collections

Reduced A/R days

## Human Resources

All employee files including hiring information, benefits, evaluations, disciplinary actions and more are available from the desktop

Free up much needed space by eliminating file cabinets

Improve HR staff productivity by scanning once instead of filing and retrieving every time information is needed

## Accounts Payable

By interfacing information such as invoice numbers, vendors, purchase order numbers, anything you may need from your AP system (such as Lawson) you can electronically link all corresponding documentation

Manage your entire process electronically

When invoices are received, they are scanned into iDoc, routed to the appropriate manager for approval, electronically approved and returned or routed as necessary, to fit how your process works

Packing slips and any other documentation received with shipments can be scanned directly into iDoc at the Receiving Dock

## Materials Management

In tandem with the Accounts Payable processes, vendor contracts, requisitions and approvals, inventory logs and more can all be electronically stored in iDoc



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