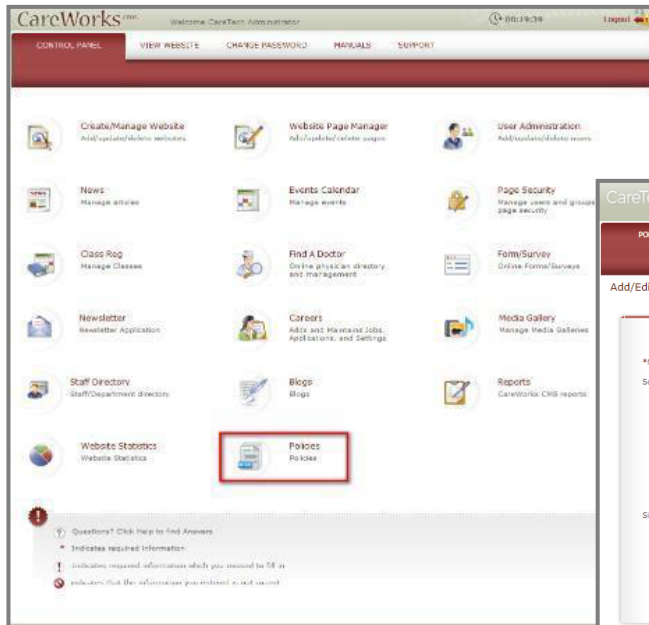
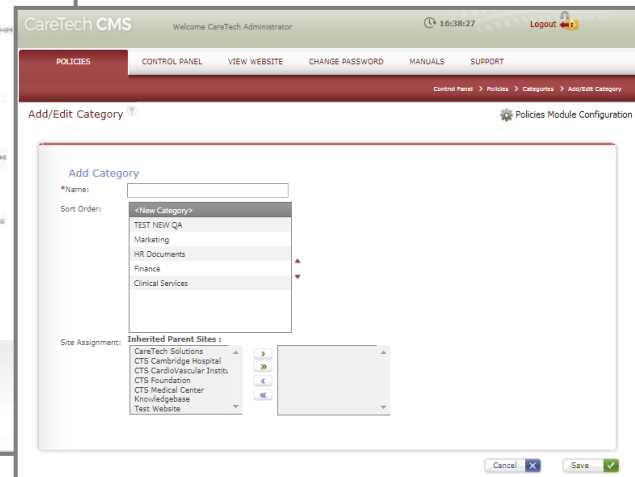


# CareTech CMS Policies Module

Document repository to store, organize and distribute hospital policy documents



Back End – Policies Administrator Pane



Back End – Categories Screen

## Overview

The Policies module allows organizations to prepare, manage, approve and distribute policy information across their organizations.

## Content

By using the Policies module of the CareTech CMS software, you can add policies by department, hospital, type, or other segments. Policy information can also be edited, and documents and related forms can be uploaded and replaced.

## Administration

The CareTech CMS administrator pane allows administrators to run reports, such as Document Termination Dates and Last Document Review Date. Each report can be run on a category or site-wide basis.

## Customization

The CareTech CMS Policies module can be customized to reflect different layouts, depending on your organization's needs.