Annually, 1.2 billion clinical documents are produced with 60% confined in systems that do not communicate or integrate.

The current value-driven reality makes it imperative to identify and implement Content Management roadmap and strategies. This will ensure successful long-term, value-based reimbursement.

Managing paper based patient records can consume resources time and many organizations are looking for alternatives to merge data. In addition, having an archiving solution that assists with record retention timelines can achieve additional cost savings.

CareTech’s iDoc™ product line manages and archives healthcare organizations. As a web based and hosted hardware solution, iDoc™ includes iDoc™ Content Management and iDoc™ Archive.

iDoc™ Content Management
Simplify Healthcare Information Management With iDoc™

Because You Have Better Things To Do Than Process Paperwork

iDoc™ Content Management (CM) is a feature rich, simple, cost-effective document management application that makes it easy to access secure data and documentation. It helps your organization with real-time capture, storage, distribution, management, and retrieval of all digitized and electronic patient information.

iDoc™ CM combines records from multiple sources through interfacing, uploads and scanning into one integrated repository. It works in conjunction with existing business systems to fully automate workflow and simplify business processes.

Transition To A Paperless Organization

iDoc™ CM was developed with hospitals, for hospitals. We customize it to fit your organization’s unique needs. It helps your quick transition to a paperless organization, saves money, storage space, and valuable time while meeting compliance requirement, improving productivity, and delivering better patient care.

Easy To Learn And Easy To Use

iDoc™ CM is easy to learn and easy to use, requires a minimal amount of training time to get your staff acclimated. It can interface with all major business and clinical systems and is flexible to support any type of documentation, ranging from patient records to accounts payable.

All your information is entered into a single database where it is indexed to your specifications for easy retrieval. It allows you to edit, comment on, and attach addendums to each document, as well as print, fax or email them.

Management and administration is simple with detailed reports and audit trails that track all your documents and user activity. You can control user permission sets and redacting capabilities to ensure confidentiality.

Key Features Of iDoc™ CM

- Simplified hosted solution that can be configured and implemented within a few weeks
- Tailored for department level implementations – does not require enterprise license
- Organizes documents by record, file under folders, and document types; 100% customizable
- Simple search, view, edit, attach notes, redact info, or highlight info
- Print, fax, export or email documents from record level and document level
- Assign and perform workflow functions and tasks
- Assign and perform record analysis functions
- Track and report actions for auditing and management purposes
- Establish work queues that allow users to process tasks with more speed and efficiency
- Support electronic signatures

**iDoc™ augments your Content Management strategy across functions and departments**

**Clinical HIT Integration**
- EMR, EHR, HIS
- Physician Portal
- Departmental IS
  - HL7
  - API/COM

**Patient Finance**
- Patient claims
- Patient Financial Services
- Business office
  - EOB Processing
  - 835 Processing

**Clinical Departments**
- Patient Care
- Physician Access
- Clinician Access
- Laboratory
- Radiology
- Pharmacy
  - Clinical Documentation Access
  - Verbal Orders

**Patient Admissions**
- Acute Care Admissions
- Ambulatory Admissions
- Emergency Department (ED) Admissions
  - Patient Admissions
  - Patient Registration/Scheduling

**Endowment**
- Endowment
- Foundation Auxiliary
  - Give Management

**HIM**
- Health Information Management
- Medical Records
  - Medical Records (scanning and retrieval)
  - Chart Deficiency Tracking
  - Coding Support
  - Release of Information
  - RAC Compliance
  - Chart Abstracting

**Human Resources**
- Recruitment
- On boarding
- Employee/Manager Self Service
- Employee Management
- Physician Credentialing

**Accounts Payable**
- Automated Invoice Processing
- PO Matching
- Vendor Inquiry
- Invoice Approval
- Travel & Expense

**Legal and Compliance**
- Legal
- Compliance
  - Contract Management
  - Retention Management

- Create processes for analysis, verification, confirmation, or any other process
- Manage / approve requests for access to records from third parties
- Automatically create industry compliant audit trails
- Inbound and outbound HL7 interfacing to any and all hospital systems
- Scanning at the point of registration
- Direct access from within your EMR / HIS system
- Full workflow analyses and deficiency assignment

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