

# MEDITECH News

## When it Comes to Document Management: Think Integration

Most of you are already well aware of the benefits to implementing an electronic document management solution. These solutions afford everyone in your organization simultaneous electronic access to patient records, so physicians and other staff do not have to wait for charts to be manually located. Files remain better organized, reducing the risk of lost or misfiled forms. And of course, there is the reduced administrative burden and cost associated with maintaining large volumes of paper records. Today, several vendors in the industry are offering some type of electronic document management solution, which can assist with all of these tasks. However, one of the key considerations often overlooked is integration and the role a document management solution plays in facilitating your workflow.

Although an interface to a third party Scanning and Archiving solution can meet the basic requirements of capturing and storing outside patient information, MEDITECH's Scanning and Archiving product delivers more. The integration inherent in our solution facilitates user workflow from point of registration through point of care, to post-discharge. The efficiency gained from this integration translates into improved workflow and ultimately a healthier bottom line for your organization.

One of the greatest contributors to streamlining user workflow is system-wide integration. With just the click of a button, MEDITECH's Scanning and Archiving, in concert with the Enterprise Medical Record, produces a patient's complete electronic legal chart, which can be both printed or burned to CD. This chart includes both information scanned directly into the MEDITECH HCIS, as well as patient data captured elsewhere in the MEDITECH system. All patient information is easily accessible in real-time from one central location by authorized users across the continuum of care. There is no need to navigate between two interfaced systems, resulting in a more complete patient record. This provides a level of workflow consistency and access to information unrivaled by interfaced systems.

The screenshot shows the 'View Patient Chart' window for patient Leslie Stracuzzi. The window title is 'View Patient Chart - CMC (MARKETING/MKT/USA) - Lindsay McSharry'. The patient information section includes: Name: Stracuzzi, Leslie; 33/F; Account Number: M000010216; Med Rec Num: M001765; Doctor: McSharry, Lindsay; IN; 4W M/S; Dis/Svc Date. Below this are buttons for 'My Charts', 'Chart', and 'View'. The main content area is a list of forms categorized into: Admissions Forms, Nursing Forms, LAB Reports, HIM Category, and HIM Reports. Each form entry includes a checkbox, form name, date, number, and status (Viewable). The right sidebar contains a list of links: Echart, Requests, Worklist, Assign A Chart, Clsd Chrt Wklist, Echart Aud Logs, Request List, Req Aud Logs, Clsd Chrt Logs, and EMR. The bottom of the window has buttons for '- Visit +', '- Chart +', 'Output', 'Join', 'Compile Images', and a help icon.

Category	Form Name	Date	Number	Status
Admissions Forms	<input type="checkbox"/> Admissions Registration Form	01/17/08	1612	Viewable
	<input type="checkbox"/> Ambulance Form	02/02/08	1116	Viewable
	<input type="checkbox"/> Insurance - Point of Contact	02/02/08	1121	Viewable
	<input type="checkbox"/> Receipt of Privacy Notice	01/17/08	1609	Viewable
	<input type="checkbox"/> Receipt of Privacy Notice	02/02/08	1118	Viewable
	<input type="checkbox"/> Health Care Proxy Form	02/02/08	1116	Viewable
	<input type="checkbox"/> Picture ID	02/02/08	1126	Viewable
	Nursing Forms	<input type="checkbox"/> Wound Picture	02/02/08	1114
<input type="checkbox"/> Wound Picture		02/02/08	1114	Viewable
LAB Reports	<input type="checkbox"/> LIS Summary	02/02/08	1210	Viewable
	<input type="checkbox"/> BBK TX RX Form	01/17/08	1609	Viewable
	<input type="checkbox"/> External Lab Specimen Report Sample	02/02/08	1210	Viewable
	<input type="checkbox"/> External Pathology Report Sample	02/02/08	1210	Viewable
HIM Category	<input type="checkbox"/> Consent Forms	02/02/08	1117	Viewable
	<input type="checkbox"/> Request Restriction of Directory Info	02/02/08	1210	Viewable
HIM Reports				

[View Patient Chart](#)

### For Physicians

Physicians also benefit greatly from an integrated scanning and archiving solution. The immediate availability of scanned documents through the Enterprise Medical Record reduces workflow interruptions by eliminating the need to sign onto a separate system to access these documents. Timely clinical documents, such as EKG strips, as well as electronic forms, and scanned paper documents from other care providers are instantly accessible alongside MEDITECH-generated data. This seamless integration ensures all patient information is within reach at the point of

care, helping physicians make safer, more informed decisions regarding their patients' care.

Integration also provides physicians with a convenient method for managing and signing documents and completing deficiencies. Physicians can receive deficiency notifications on their Physician Desktops and if needed, link to the EMR with no re-identification required. Medical Records staff can tag incomplete scanned documents with an explanation of the deficiency and mark where signatures are required. Once complete, physicians can easily sign off on deficiencies and any other scanned or MEDITECH-generated documents requiring their signatures from a single e-signature queue. As a result, less time is spent tracking down and signing records, affording physicians more time to spend with their patients.

#### **For Coders and Billers**

Our integrated Scanning and Archiving solution also offers tools to optimize coding and improve revenue cycle management. on-line coding affords remote coders access to scanned and electronic documentation, while also facilitating workflow and access to information for in-house coders. Supervisors benefit from workload management tools, which provide them with the ability to assign and prioritize charts for their coders. Together, these tools allow for swifter chart completion, thereby expediting collection of payment for services.

All of the data captured as part of the registration process, including scanned documents, is also accessible through our Revenue Cycle product. As such, billers and collectors can verify information recorded on claims by reviewing a patient's scanned insurance card or legal correspondence, resulting in timelier reimbursement. Any forms requiring patient signature can also be printed, signed, and indexed during registration to ensure all required signatures are on file for billing.

MEDITECH's Scanning and Archiving product works with our Enterprise Medical Record to provide Medical Records departments and the patients and physicians who depend upon them, with an unsurpassed level of information tracking, retrieval, and integration. Medical Records staff can more closely manage the quality of information included in a patient's electronic file, and seamlessly integrate this information with other test results and patient information. Likewise, care providers always have access to the most current patient information in a format conforming to their workflow. All this leads to better patient care, more efficient use of physicians' time, and more timely reimbursement.

Before you take a look at any other vendor system, we urge you to take a good look at MEDITECH's Scanning and Archiving so you can accurately weigh niche vendor functionality against the benefits of an integrated solution.