Laserfiche®

How Laserfiche Works for Skilled Nursing Facilities

Empower Staff with the Information They Need to Provide Outstanding Care

▶ Centrally and securely manage both structured and unstructured patient information.

▶ Automate information sharing between departments.

▶ Add records management to HIPAA and Joint Commission compliance initiatives.

▶ Provide back-office benefits across the entire organization.

For skilled nursing facilities dedicated to improving residents' quality of life, quickly connecting staff with critical information is the key to cost-effectively delivering quality care. But with a complex regulatory environment to navigate and a host of staff to oversee—including registered and practical nurses; physical, vocational and speech therapists; social workers, dieticians and chaplains; plus many more—skilled nursing facilities are increasingly relying on Laserfiche enterprise content management (ECM) to improve information access, security and transparency enterprise-wide.

Centrally and Securely Manage Patient Records

Laserfiche increases efficiency by providing a central and secure digital repository for both structured and unstructured patient information, providing a critical complement to EHR/EMR that saves time and effort for your staff while reducing gaps in communication between healthcare providers.

Comprehensive role-based security ensures that only authorized personnel have access to records such as:

▶ Medical history files.

▶ Insurance information.

▶ Lab results.

▶ Medication orders.

▶ Advance directives.

"We're a multidisciplinary team caring for people across a continuum, and in order to increase efficiency and positively impact patient care, we wanted the ability to share documents between departments, reduce paperwork and improve communication. Laserfiche made the most sense in terms of meeting our needs."

Beth Nelsen RN, CHPN
Health Care Administrator
Eastmont Towers Community

Improve Patient Care

Laserfiche Workflow enables skilled nursing facilities to improve communication by automating information-sharing between departments, increasing staff efficiency and positively impacting patient care. With Laserfiche, organizations:

▶ **Streamline patient charting** with ECM software that automatically compiles and distributes resident records as they enter the facility—eliminating the need for manual data entry and reducing misfiles.

▶ **Instantly route lab results to physicians**, accelerating doctors' response to patients and ensuring that all test results are reviewed.

▶ **Immediately transmit medication orders to the pharmacy**, ensuring that information is relayed correctly every time.

▶ **Automatically transmit insurance information to the billing office**, speeding payment cycles.

▶ **Integrate with existing applications** such as EHR/EMR, enhancing efficiency and responsiveness by allowing users to access information through the applications they already use.

Laserfiche®

Cost-Effectively Facilitate Compliance

With fully integrated DoD 5015.2-certified transparent records management functionality, Laserfiche serves as the records management cornerstone of your HIPAA and Joint Commission compliance initiatives. Granular security controls protect sensitive patient data while still allowing authorized personnel instant access to the information they need to deliver outstanding care. With Laserfiche, skilled nursing facilities:

▸ Use audit trails to demonstrate adherence to established retention and access procedures.

▸ Ensure proper destruction of expired patient records.

▸ Minimize the risk of non-consensual release of protected health information (PHI) by limiting access by user, role, folder, document and/or data field.

▸ Provide auditors with instant access to digital files.

▸ Reduce the storage burden of complying with recordkeeping regulations.

" We have thousands of customer charts and documents related to a variety of funding sources, and we get audited by third parties in conjunction with their funding requirements. Paper is just not conducive to quick andeasy audits, particularly in the document collection phase. Since implementing Laserfiche, we estimate a 40% efficiency gain for audits. "

Luke Mattingly
Chief Operating Officer
CareLink

Enhance Back-Office Processes

Although there is currently a great deal of focus on the efficiencies that can be gained by employing EHR/EMR systems, these systems are focused exclusively on patient records. In contrast, ECM provides back-office benefits across the entire organization, including:

▸ **Accounting**: Simplify the payment cycle by automatically routing requisitions and linking documents that must be matched or reviewed for payment, such as purchase orders, bills of lading and invoices.

▸ **Billing**: Streamline the billing process by eliminating time-consuming searches and providing claims processors and service representatives with on-demand access to EOBs, claims, statements and remittance information.

▸ **Credentialing**: Streamline the credentialing process by scanning and organizing diplomas, licenses, CVs, CMEs and contracts, and then routing application packets to reviewers.

▸ **Facilities Management**: Manage property and equipment purchase records, warranties, tax forms, lease agreements and repair and maintenance contracts.

▸ **Human Resources**: Automate the hiring and HR onboarding process, secure paperwork in employees' personnel files and manage record retention schedules.

▸ **Legal**: Manage partnership and joint venture agreements, case files, business and employment contracts, compliance records and correspondence.

About Laserfiche

Laserfiche® uses its Run Smarter® philosophy to create simple and elegant enterprise content management (ECM) solutions. Since 1987, healthcare organizations have used Laserfiche to manage both patient and back-office files in a HIPAA-compliant environment, easily increasing information access, speeding billing processes and saving time and money.

Your Next Step

Please call **(800) 985-8533** or e-mail **info@laserfiche.com** for more information.

Run Smarter®

Laserfiche®