

# ProMed Series

by BizTech Healthcare Solutions, Inc.

## ProMed DM

Your Prescription for Document Management

**You wouldn't stock your pharmacy with just one drug...  
why would you use a document management system that just handles one process?**

Typically, a healthcare facility's first foray into document management is for the patient registration process: scanning individual patient insurance cards, driver's licenses and referral documents, and then providing a simple retrieval capability. This application is very valuable; however it is just one small step in the overall process, and its scanning and retrieval requirements are quite basic.

As healthcare facilities expand their document management and scanning to other departments, they find the system requirements for patient registration are totally different from high volume batch scanning and complex integrated business processes typically found in other departments such as medical records or patient accounting. Document preparation is usually overlooked and, in some cases, can be very labor intensive. Image retrieval can be a time-consuming ordeal requiring clinical users to go through hundreds of pages of a single file in order to find the one page they need. *And what about workflow?*

**Many document management systems are simply not designed as a platform to automate business processes. To achieve maximum return on investment, the system must be able to facilitate process automation for departments across the entire facility. We developed ProMed DM to do exactly that.**

## Document Management

Many departments have documents, files, folders and file cabinets. They also have users, groups, processes, workflows, events, due dates, alerts, faxes and reports. Wouldn't it be great if your document management system had these items, too?

**ProMed DM** is designed to tightly integrate with your HIS or other line of business (LOB) applications to enhance your productivity like no other document management system can, saving you keystrokes and time.

**ProMed DM** supports the "image enablement" of your existing systems, allowing users to access documents and files directly from your HIS/LOB application without reentering patient name, MR#, or other index information. Stored images and other electronic files are presented the way the user needs to see them to be more efficient in their job.

**ProMed DM** is designed to automate healthcare business processes as varied as patient registration scanning, chart deficiency management, record coding, secondary billing, new-hire processing, procurement, etc.

### Features:

- Storage of document images, MS-Office documents including email, as well as faxes and any other electronic file types
- Document check-in/check-out with versioning and full-text search capability
- Robust workflow engine providing graphical process model with built-in due dates, alerts, notifications, approval and process audit reporting
- Support for archival of digital images to microfilm, and retrieval of microfilm images into digital format
- "Lockable" content stores to simplify data backups; supports High Availability Configurations for guaranteed enterprise-wide uptime
- Database support for MS-SQL, Oracle or DB2
- HL7 Connector



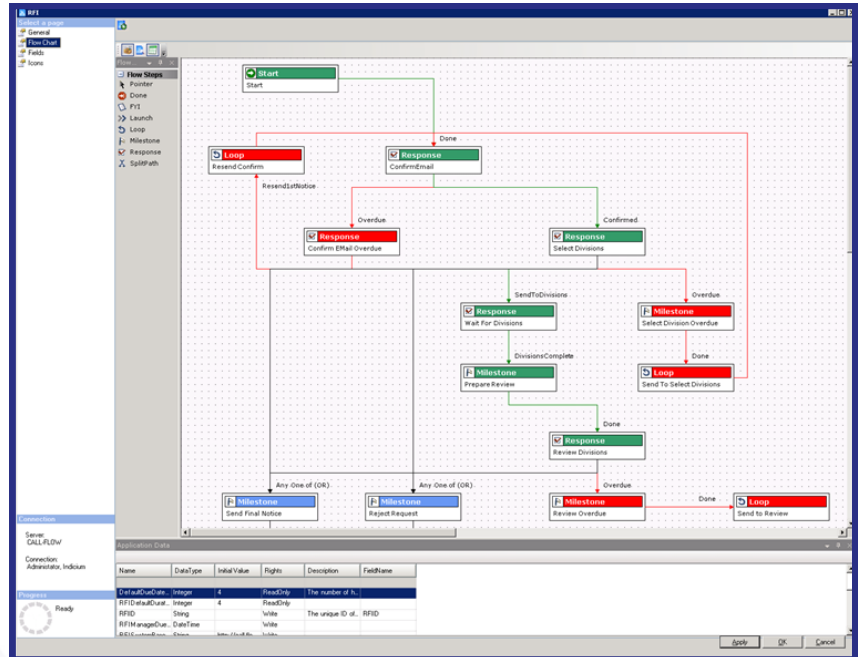
## Workflow

*How many different processes do most healthcare facilities have? What is the result when someone goes outside the normal operating procedure? How much time and effort is spent on collecting data to report on processes? Don't most processes within the facility share many common tasks?*

Healthcare facilities are not only paper intensive, they are also process intensive. You undoubtedly have policies in place to guide all of your critical processes, but think of the advantages of adding a process model that *enforces* your policies.

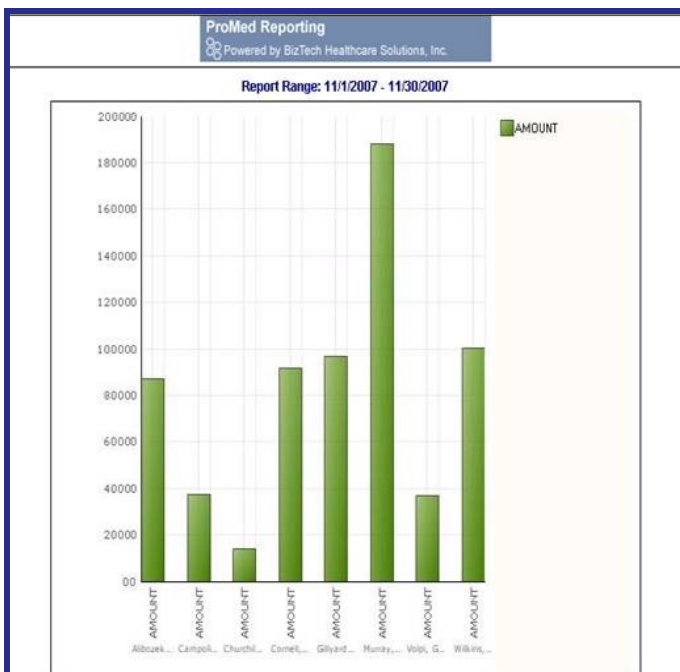
Common tasks such as approvals, notifications, due dates with alerts and reminders, productivity reporting and user auditing are all built into **ProMed DM** and ready to use.

**ProMed DM with Workflow** gives you a graphical process model to automate your standard policies and procedures. Not only will **ProMed with Workflow** improve the efficiency of your processes, but also standardize them to ensure compliance.



## ProMed Enabler

With the press of a simple hot-key, the **ProMed DM Viewer** is launched, using key information extracted from your host system. Because **ProMed Enabler** is designed to be integrated with other healthcare systems, users can access a complete list of document images directly from their existing applications. Scanned images, transcribed reports, print streams and electronic files can all be stored in **ProMed DM**. ProMed brings it all together for you, and requires **zero** data entry to retrieve stored files.



## Reporting and Auditing

One of the greatest benefits of document management systems is that they allow multiple users to access stored documents and data. One of the greatest concerns healthcare facilities have with document management systems is that they allow multiple users to access stored documents and data. User access within **ProMed DM** is tightly controlled via a security model. User access can be controlled to the object or field level, which means one user may see a specific document within a patient chart and another may not.

**ProMed DM** also provides detailed user auditing. **ProMed** audit logs provide a permanent record of all activity with respect to any document, down to the page or annotation level. All user activity of document access, creation, modification, or deletion is auditable. Audit data is stored directly in the **ProMed DM** database which provides one single reporting platform for audit details and user productivity. All workflow instances maintain a detailed status and activity report within the database. Process reporting and user productivity is only a mouse click away.

## Hosted ProMed DM

Hosted document management systems can save your organization thousands of dollars each year by reducing support staff, maintenance budgets, and software license renewals. With our hosted model, clients can access our ProMed application suite while we manage and maintain the actual systems, using the latest cloud-based technologies. Access is secure and is audited by patient or by user.

## Bringing It All Together

Working with our clients, we developed the **ProMed Suite** of process automation applications with strict design goals:

- Cut Keystrokes
- Deliver work to the user using intelligent work queues
- Simplify the user interface, and share data between systems
- Use workflow to handle the administrative processes like approvals, electronic signatures, auditing, and setting due dates, alerts & notifications
- Provide detailed productivity reporting
- Enable audit logging and user access security

One example of this is **ProMed for Coding, Charge Entry and Abstracting**. This solution delivers HIS data, scanned images, and charge entry forms, along with encoder integration, to the coder's desktop in a single unified interface, improving productivity for onsite and remote coders. The billing cycle is shortened by providing real-time charge entry. Coder productivity is improved by cutting keystrokes and reducing keying errors.

ProMed for Coding  
Powered by BizTech Healthcare Solutions, Inc.

Welcome back: Jane Doe Today is: 1/26/2008

MRN: M000000005 Acct: M00039098851 Pat Name: Blastert, Test F DOS: 9/29/2007 Main Queue: 1 Hold Queue: 0

2472 Rule 2472 Hold Skip Hold 3M Hold Hold For Review View Holds Submit BAR Meditech 3M Submit Record

Summary Other Reports Lab Medications Microbiology Order History Pathology Imaging Images

ER Facility Fees Express Care Fac Fees ER Outpatient ER Pro Fees Express Care Pro Fees

Enter CPT code then click Search: 99288 Search

TXN	Procedure	Qty	Unit Amt	Tot Amt	Performing Phys	Comment	Procedure Description	MOD1	MOD2
DEL 1	88094123	1	1028.78	1028.78					
DEL 2	84033380	1	121.99	121.99					

Add Line...