

HIPAA Compliant Patient Record Conversion Services

Hospitals, Clinics, and Physicians all have a legal requirement to keep medical archive files for many years. The cost associated with allocating space for these records is becoming an increasing problem. Patient records stored in a remote facility often become increasingly difficult and costly to access. They are generally stored in distant, cold and uninviting places. These issues are compounded by HIPAA regulations relating to the privacy and protection of Patient Medical Records and government legislation that requires healthcare organizations to have their conversions to electronic patient medical records by 2005.

BENEFITS:

- Records are accessible from multiple sites electronically.
- There is increased productivity/patient throughput with workflow changes.
- Decision support is always available.
- Immediate access to patient medical records reduces the risk of adverse drug interaction, reduces the need for redundant testing and lowers cost.
- There is a significant reduction in medical records staff needed to pull and file charts.
- It eliminates the need for paper medical records and the need to wait for a piece of paper.
- It provides for the development of best practice protocols and improved quality of care. With a properly populated electronic system, physicians and nurses in different buildings and on different floors can look at any record on-line concurrently.
- Electronic records will foster significant annual savings by reducing the number of tests ordered and electronic records are easier to store and maintain.
- Reducing diagnostic tests will mean patients are poked a little less and alerting doctors to drug conflicts means better care;
- Having digital histories means doctors ask fewer repeat questions and the result is a better quality encounter for patients.
- Reducing the amount of time doctors and staff spend searching for information, now up to 30% of their workday.

WORKING WITH EXPERTS:

IDS has more than 15 years of experience in secure document conversion, management, storage, and retrieval. In the past five years alone IDS has digitized millions of documents for organizations such as the National Institutes of Health, ATCC, DEA, FBI, Potomac Hospital and the Department of Justice just to name a few. Our document production processes and procedures strictly adhere to HIPAA guidelines. We have the Process Experience and Procedures, Quality Control, Employee Non-Disclosure Agreements, and Employee HIPAA Compliancy Agreements in place and are ready to provide:

- HIPAA-compliant facility security, processing and project management
- Production Staff and Management
- Patient medical records pick up and delivery to any Mid-Atlantic location
- Detailed logging and process tracking of patient records (HIPAA requirement)
- File/Document preparation and barcode insertion for 100% accuracy in secondary indexing.
- Temporary storage, back-up media, secure web access to records during process.
- Production high speed scanning, indexing, and quality assurance.
- Scanning of Paper, Film, Fiche and X-rays (PACS certified)

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