



SAINCE

Records Management Service

at SAINCE, our world
revolves around you.

We know the issues that healthcare organizations have to deal with day in and day out. Your concerns can now be resolved with SAINCE Records Management Service, allowing you to efficiently consolidate and cross-relate information to comply with regulations and eliminate costly manual processing.

- Long-term document accessibility and preservation
- Simplified retention schedule management
- Protection from unauthorized access and alteration
- Rapid staff acceptance
- Intelligent, fast document search and retrieval
- View, print, email or fax without leaving your desk
- Reduces problems of lost or misfiled papers
- Universal document access via standard web browsers

Time-consuming document searches. Records security. Storage space costs. Regulatory compliance. Whether your concern is streamlining operations for a more robust bottom line or serving your patients more effectively, paper filing systems pose significant challenges in the form of increased costs and lost productivity.

SAINCE approaches these paper problems from physician, records manager, IT, end-user and regulatory perspectives. The result is a comprehensive service that addresses real-world records management issues and fits smoothly into existing workplace rhythms. Simplify work for your IT manager with SAINCE technology that deploys rapidly and integrates seamlessly with existing applications.

Healthcare organizations need to efficiently manage large volumes of unstructured content in a single, scalable repository. Consolidating and relating information with SAINCE makes it possible for you to comply with insurance, HIPAA, and other governmental regulations and eliminate costly manual processing.

In response to challenges in the healthcare sector, SAINCE worked closely with hospitals, physician offices and care-giving organizations when designing our health records management services.

With SAINCE Records Management Services, healthcare professionals throughout your organization and beyond can quickly and accurately harness information and apply it where needed.

HEALTHCARE RECORDS MANAGEMENT

SAINCE Records Management Services are ideal for capturing, managing, delivering, and publishing large volumes of content within and beyond the enterprise.

Proper patient care requires vast amounts of patient information: physician referrals, external medical records, patient questionnaires, consent forms and consultation and lab reports, to name a few. Patient records need to be easily accessible to those who need them, regardless of where that information resides. In many hospitals and clinics, factors – such as increasing volume of paper-based information, multiple locations that information derives from, and unique storage, records keeping and processing requirements – work against rapid accessibility.

SAINCE addresses these challenges by providing a single system to capture, manage, store and securely distribute patient information, including medical records, diagnostic results, images and scans, and audio and video files. With SAINCE, physicians and healthcare professionals gain immediate and secure web-based access, even in remote locations.

SERVICE HIGHLIGHTS

Our customers have realized the following benefits by outsourcing their transcription needs to us:

- Onsite and offsite services
- Ongoing and archival services
- Rapid turn-around time
- Secure environment
- Detailed audit trails
- Flexibility in information capture
 - Email
 - Scan
 - Fax
- 24x7x365 day service
- Disaster recovery
- Back up and storage
- Web-based access

SAINCE, INC
Head Office
1102 Jefferson Court
Alpharetta, GA 30005

SAINCE, INC
6 Sandalwood Drive
East Brunswick, NJ 08816

Tel: (678) 762 9557
Fax: (678) 240 9019
Email: sales@saince.com
www.saince.com

SCANNING AND IMAGING – Our service transforms paper documents and faxes into digital images and metadata that can be easily and securely managed. Once captured into our repository, documents can be searched, retrieved, routed through a workflow, linked to data in enterprise applications and archived in a secure environment.

CENTRALLY MANAGE DIAGNOSTIC AND CLINICAL IMAGES – When patients' images are misplaced, unavailable or slow to arrive, medical processes slow down and essential patient care may be delayed. Patients, doctors and medical providers spend unnecessary time and resources waiting for images, delaying diagnosis and treatment, waiting for interdepartmental coordination and requests for additional services or procedures. Part of the challenge is that images may arrive in several different formats, from varied silos of information including PACS, X-ray, ultrasound devices and video streams. **SAINCE** services help enable hospitals and physician offices to capture, manage, and archive diagnostic and clinical images regardless of content type. Images can be converted into standardized formats, stored and managed as formal records to comply with government regulations. Doctors, patients and medical providers can securely access these images on the web and on their desktops.

DIGITIZATION – **SAINCE** provides a powerful set of content management capabilities such as thumbnail viewing for all types of content and rich media including images, audio and video. Our technology enables users to easily store, search, access, modify and repurpose all digital assets in a secure environment.

INTEGRATION – Our set of standards-based services provides seamless integration between our repository and the authoring tools you use to create and edit your content.

RECORDS MANAGEMENT – Equip your healthcare organization with the ability to create, safeguard and easily access necessary physical, electronic and email records, relate them to other relevant content and cost-effectively archive or destroy records.

HIPAA COMPLIANCE

Frustrated by filing cabinets and rooms filled with patient records, charts and lab results? Concerned about meeting the HIPAA compliance requirements? Our document imaging and management services virtually eliminate the need to deal with paper charts and records in your office. How? By transforming them into digital files, accessible only to authorized personnel with proper access rights. All information resides in secure servers, use 128 bit encryption for all data transfers, and SSL for secure log in and log out. The system also provides detailed audit trails as to who accessed the system, which files are accessed, when, where and what they did.

LESS PAPER, MORE ACCESS

- Quickly retrieve and share records from any PC
- Shorten the insurance billing and payment cycle
- Manage active/inactive medical records, claims, billing statements, enrollment forms, EOBs, handwritten notes, prescription forms and much more
- Protect patient privacy according to HIPAA guidelines
- Improve efficiency and patient care by giving multiple staff members concurrent access to patient records
- Reduce costs for office and offsite storage
- Integrate with your existing financial applications and electronic medical record system
- Leverage the web by giving physicians, nurses and patients secure web access to medical records

TRUST SAINCE WITH YOUR RECORDS MANAGEMENT

To learn more about our services, please call (678) 762 9557 or visit us online at www.saince.com

