

The electronic
filing system
for

medical
offices



DocSTAR™

Sales Sheet

DocSTAR.

The right prescription for affordable, efficient medical records management.

If you're like most medical offices, you're drowning in paper. The typical office handles tens of thousands of documents a year. This means you must allocate physical space to store volumes of patient information forms, patient charts, insurance claim forms and treatment authorization forms. You also have to hire full- or part-time people to file, retrieve and refile clinical as well as billing-related documents. And, you need copiers and fax machines to duplicate and distribute original documents, as well as organize all documents originating from third parties such as hospitals and labs.

This strains your staff by forcing them to manage a time-consuming process, adding even more cost. And, the cost for the space to store these documents is rising, whether on- or off-site. Or the space is simply unavailable.

To comply with legal, insurance and liability requirements, you must store even more paper and make certain your document management processes are highly accurate and secure. For legal reasons, you probably store charts indefinitely. And, to meet insurance and HMO requirements, you must manage a host of forms. All too often, insurance companies lose these forms, forcing you to find them and resubmit them for payment.

In today's managed care environment, which is exerting relentless downward pressure on your fees, laboriously sifting through vast volumes of paper makes it difficult to maintain quality care. Having fast access to patient records with minimal effort would enable you to maintain your high level of patient care while constraining administrative costs.

That's where DocSTAR comes in.

The electronic filing system people want to use.

DocSTAR is an electronic filing system that dramatically increases the efficiency of your workplace. DocSTAR (which stands for Document Storage and Retrieval) is a total turnkey solution that scans, stores and retrieves your paper documents with ease and simplicity.

This remarkable system saves valuable space, guards against theft or damage, enables your staff to share documents simultaneously, and makes a complete backup copy of all your paper files — with just the push of a button. And it's so easy to learn and use, many people master DocSTAR in just one hour.

What's in it for you.

- **Instant information access** — Clinical and billing documents can be located in seconds and never get lost, improving the accuracy and quality of patient care.
- **Reduced labor costs** — DocSTAR offers an efficient process for sorting, filing and retrieving records from your desk in literally seconds, allowing you to minimize your personnel needs and assisting you in complying with legal, insurance and liability requirements.
- **Reduced demand for physical space** — All paper files can be stored electronically on removable disks with capacities starting at over 85,000 typical pages per disk (a typical file drawer holds approximately 2,000+ pages).
- **Minimized copying expenses** — Cut your costs for duplicating original forms sent to insurance companies.
- **File protection** — DocSTAR protects against loss due to disasters, while critical information can still be kept on-site.
- **Irrefutable document integrity** — DocSTAR's AuthentiDate Image Marking technology virtually eliminates any possibility of altering documents stored in the system without detection, ensuring undisputed authenticity of records.

Want to save time and money? It's your call.

Medical offices all across America are already reducing their costs, and enjoying instantaneous access to vital information with DocSTAR. Maybe it's time you did, too.

For more information on how DocSTAR can boost your productivity and enhance your patient care, call DocSTAR at 518-346-7799 or 800-367-5906 outside New York State. Or visit our website at <http://www.docstar.com>.

DocSTAR™