



# Scanning your existing documents will not get you to the eMR

Consultants and installation personnel charged with planning and implementation for the eMR agree that careful planning is needed to prepare paper documents for efficient and low cost conversion to the electronic document archive. Your clinicians must always have access to critical documents. But simply scanning your existing documents will not get you to the eMR.

**The Problem:** Formatting and preparation of documents for the eMR is the longest time line in the conversion process and must precede other project steps. If done after the fact, it can cause delays and unexpected costs. When you convert to eMR, hundreds, sometimes thousands of preprinted forms have to be redesigned, reprinted, labeled or converted to print on demand with barcodes in order to meet the needs of the project. A good project design will provide adequate planning, solutions and timelines for preparing and reformatting your documents. This will translate into cost reductions rather than cost increases along with satisfied and supportive users.

**The Solution:** FormFast consulting and document automation software provide the crucial bridge to get you from where you are today... to the eMR. FormFast has the software, personnel and experience to take care of this crucial phase at the lowest possible cost in the shortest possible time. We offer specific business process improvement solutions to streamline movement of documents to the eMR as well as to control and automate all documents throughout an IDN. From assessing the format and cost of documents in current paper records, and analyzing the proposed eMR, to identifying documents to be eliminated, reformatted, bar-coded, and printed on demand - FormFast prepares every step required to make your conversion successful.

It starts with a good plan that identifies current and projected costs of all elements of implementation of the eMR... not just the hardware and software. Our industry experts help you assess how many documents go into the record, who will look at them, and how they should be indexed. We install technology to smooth the transition and to print documents on demand with barcodes. With this approach, you not only control costs, but actually generate major savings by eliminating preprinted forms, imprinters, embossers, labels, obsolescence. You ease the burden on nursing by automating the imprint process.

Efforts to implement the eMR can be frustrating because of the challenge to convert today's documents to an electronic format. With FormFast's products and experience in technology integration, partnered to your proper planning, your return on investment will mean lower costs, more efficient processes and enhanced patient safety.

And that's just the beginning of the system-enhancing capabilities we offer. FormFast can provide barcodes on wristbands, photo IDs, electronic patient signatures, web-based forms control, web-based form-fill, consulting assistance... all the elements to deliver a complete forms automation and control program.