

# Toss Your Printed Paper Forms and Watch Efficiency Take Flight!



## Forms Automation Bottom Line Benefits

Forms Automation solutions from FormFast are the fastest, most cost effective step in improving processes in your hospital. FormFast solutions help increase patient safety, enhance the patient's experience, improve cash-flow, and increase revenue. FormFast's form automation, output management, and workflow solutions streamline your operations, increase accuracy in patient care and billing, and boost efficiency across all areas of your hospital.

FormFast offers tools and applications for clinical and administrative forms automation. These solutions integrate seamlessly into any HIM system and provide an entirely electronic document solution. FormFast forms automation solutions deliver bottom-line results, below are just a few:

### Improve Operational and Clinical Efficiency

- Operate In Real-Time
  - Eliminate Manual Delays
  - Reduce Revenue Cycle
  - Eliminate Scanning With eForms Direct-to-Archive
- Reduce Administrative Tasks For Clinical Workers
  - Process More Patients And Less Papers
  - Increase Level Of Care

### Improved Information Accuracy

- Reduce Transcription Errors
  - Improves Charge Capture
  - Decreases Billing Errors
- Increase Patient Safety
  - Reduce Medical Errors
  - Increase Retention
  - Positive Patient ID

The challenge, in many cases, is not justifying the need for a core technology like forms automation but rather in allocating funds and resources. With shrinking capital budgets, many hospitals are facing the challenge of financing for the future while continuing to serve the needs of their community. That is why FormFast has developed comprehensive service and pricing solutions. FormFast provides a variety of purchase and subscription pricing plans and a wide portfolio of solutions with the services needed to implement and grow your forms automation, document management, and workflow solution.

FormFast offers subscription pricing models, enabling hospitals to use operating budgets rather than accessing the capital budget. With subscription pricing, hospitals can get turn-key solutions including ongoing support eliminating the need for additional staff to maintain and administer the system. As with our enterprise licensing, the subscription model allows you to apply solutions in any number of areas in your hospital. The system is scalable, FormFast customers range from some of the largest hospitals and IDN's to the smallest hospitals.

### Patient Safety

Hand written forms and clinical records present a risk to patient safety. Medical errors account for 10% to 15% of a hospital's annual operating budget. What types of problems occur with hand written clinical records?

78% of physician orders have illegible signatures.

58% have missing order time.

24% are incomplete.

20% are illegible.

Based on HIMSS research

### The Dollars Make Sense

The dollar cost of paper forms, in addition to the loss of productivity and waste, paint a convincing picture of the value of electronic forms automation.

**The Dollar Cost:** The average 8½" x 11" pre-printed paper form costs about 1.7¢ per page, while a blank sheet of paper costs only 0.6¢, according to CAP Ventures.

**The Productivity Cost:** According to PriceWaterhouseCoopers research, the cost of manually processing a paper invoice is \$1.26 per invoice. Electronic invoices can be processed at about one third of the cost, at just 36¢.

**The Obsolescence Cost:** CAP Ventures research shows that 15% to 25% of pre-printed forms become obsolete and are thrown away and replaced – or worse yet, the obsolete forms are used regardless, often causing billing and charge capture errors and extending revenue cycles.



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Since 1992, FormFast has been passionate about delivering high-value document automation and management systems to large organizations. FormFast technology supports the natural progression from time-consuming processes of filling, managing, and processing forms manually to the increased efficiency of an output management system, with electronic forms and form packets automatically filled and printed on-demand. This evolution is supported with the workflow system, FastFlow, which manages document routing, approval, collaboration, and integration with archival systems.